

2003

ANNUAL REPORT



***PALMER
MASSACHUSETTS***



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FACTS ABOUT PALMER

SETTLED	1716
INCORPORATED AS A DISTRICT	1752
ACCEPTED AS A TOWN OF PALMER	1776
LOCATION	About 15 miles east of Springfield on Route 20
HIGHEST ELEVATION	Colonel's Mountain 1179 feet
POPULATION	12,546
FORM OF GOVERNMENT	Open Town Meeting
TAX RATE – FY2003	
TOWN	\$18.47 per \$1,000.00 of evaluation
FIRE DISTRICT TAX	
DISTRICT #1	\$1.39 per \$1,000.00 of evaluation
DISTRICT #2	\$1.89 per \$1,000.00 of evaluation
DISTRICT #3	\$1.80 per \$1,000.00 of evaluation
DISTRICT #4	\$1.95 per \$1,000.00 of evaluation
NUMBER OF DWELLINGS	Approximately 4,021
PROPERTY VALUATION	\$596,864,957
AREA	Approximately Land 20,110.00 acres; Water 457.5 acres; Total 20,568.4 acres; Square Miles: 32.14
HOSPITAL	Wing Memorial Hospital
STREETS AND HIGHWAYS	Approximately 150 miles
PUBLIC SCHOOLS	Palmer High School Converse Middle School Old Mill Pond Elementary Pathfinder Regional Technical High School
FIRE PROTECTION	Four fire districts: Palmer: Chief Alan Roy, a full-time captain heads the 33 member call force; Three Rivers: Chief Patrick O'Connor a full-time captain heads the 34 call force; Bondsville: Chief John Sullivan heads the 26 member call force, and the Thorndike Fire District contracts with Palmer District.
TRANSPORTATION	PVTA Village Bus, Peter Pan Bus (Thorndike Street, Palmer), Council on Aging Van for transportation for seniors.
POLICE	Well established full time police department & Emergency Dispatch Center headed by Chief of Police, Robert P. Frydryk.
RECREATIONAL FACILITIES	Walter (Beebe) Chase Memorial Park, Legion Field. Eager Playground, Palmer, Nick Laviolette Park, Three Rivers, plus playground and recreational equipment at Three Rivers Common, and Endelson Playground, Bondsville.
PUBLIC LIBRARY	North Main Street, Palmer

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**GOVERNMENTAL DISTRICT
AND REPRESENTATIVES FOR THE
TOWN OF PALMER**

UNITED STATES SENATORS

Edward M. Kennedy, Boston

John F. Kerry, Boston

REPRESENTATIVE IN. U.S. CONGRESS

Second Congressional District

Richard E. Neal

EXECUTIVE COUNCIL

Seventh Councilor District

Dennis P. McManus

SENATOR IN GENERAL COURT

Worcester, Hampden, Franklin

and

Hampshire Senatorial District

Stephen M. Brewer

REPRESENTATIVE IN GENERAL COURT

First Hampden Representative District

Reed V. Hillman

HAMPDEN COUNTY DISTRICT ATTORNEY

William M. Bennett, Springfield

TOWN OFFICERS

ELECTED OFFICIALS

BOARD OF ASSESSORS

(Elected for three years)
Jay Mastalerz - Chairman (2004)
Lawrence M. Jasak (2006)
Michael J. Burns (2005)

BOARD OF HEALTH

(Elected for three years)
Paul Benard, Chairman, (2006)
Thomas Dranka (2005)
John Lukaskiewicz (2004)

BOARD OF SELECTMEN

(Elected for three years)
Michael P. Strzeminski, Chairman
(2005)
Todd M. Smola, (2006)
Elaine J. Nikodem (2004)

CEMETERY COMMISSIONERS

(Elected for three years)
Robert G. Faulkner, Chairman (2005)
Jonathan J Jasak (2006)
Peter E. Pappas (2004)

TOWN CLERK

(Elected for three years)
Patricia C. Donovan (2006)

TOWN COLLECTOR

(Elected for three years)
Roger E. Brach (2004)

TOWN TREASURER

(Elected for three years)
Roger E. Brach (2005)

LICENSE COMMISSIONERS

(Elected for three years)
Dennis R. Gaudreau, Chair (2006)
John R. Mastalerz (2004)
Theodore C. Simard Jr. (2005)

MODERATOR

(Elected for one year)
John B. DiNuovo (2004)

PALMER HOUSING AUTHORITY

(Elected for five years)
Veronica A. Strzeminski, Chair (2006)
Margaret M Higgins (2004)
Ronald W. Lemanski (2007)
Robert B. Bishop (2008)
Carol Roy (to fill unexpired term)

PALMER REDEVELOPMENT AUTHORITY

(Elected for five years)
Frank G. Real, Jr. Chairman (2005)
Thomas W. Haley (2006)
Blake LaMothe (2008)
Margaret Higgins (2007)
Michael D. Pajak -State Appointee

PARK COMMISSIONERS

(Elected for one year)
Albin P. Les, Chairman (2004)
William K. Cole (2004)
Dean McKee (2005)
William F. Gallagher (2006)
Peter E. Pappas (2005)

PATHFINDER REGIONAL VOCATIONAL TECHNICAL H.S.

(Elected for three years)
David Droz (2004)
Michael J. Cavanaugh (2006)

PLANNING BOARD

(Elected for five years)
Michael S. Marciniac, Chair (2004)
Norman A. Czech (2007)
Thomas S. Skowrya (2006)
Joseph E. Slowick (2008)
James Haley (2005)

SCHOOL COMMITTEE

(Elected for three years)
Christopher L. Geoffrion, Chairman (2004)
Maureen R. Gallagher, Vice-Chair (2004)
Cynthia Heffernan (2006)
David M. Lynch (2005)
Mary A. Salzmman (2005)

TOWN OFFICERS

BOARDS & COMMITTEES ESTABLISHED BY TOWN CHARTER

BOARD OF APPEALS

(Appointed for three years)
Antonio Andre, Chairman (2005)
Ingrid Thompson (2006)
Norman A. Czech (2004)
Florence McCarthy (2004)
Russell Brown

BOARD OF REGISTRARS

(Appointed for three years)
Patricia C. Donovan, Permanent
Genevieve G. Janosz (2005)
Robert Canterbury (2005)
Gladys M. Stockwell (2005)

CAPITAL IMPROVEMENT COMMITTEE

Lucy Muller

CHARTER COMMISSION

Paul S. Wisniewski, Chairman
Keith M. Parent, Vice Chairman
Kathleen M. Burns
Patricia C. Donovan
Matthew Lovell
Peter E. Pappas
John L. Sasur
Christine C. Regan
David E. Whitney

CONSERVATION COMMISSION

(Appointed for three years)
Michele Corbeil Crawford, Chairman
(2005)
David E. Johnson (2004)
Donald R. Duffy (2005)
Peter Izyk (2002)
Harry Johnson (2006)
Jane E. Golas (2006)
Grace Sheehan

COUNCIL ON AGING

(Appointed for three years)
Genevieve A. Bates, Chair (2006)
Ervin C. Smith (2006)
Edward Bradlenski (2005)
Janice Kucewiz (2005)
Betty Koss (2004)
Mary Hubert (2005)
Louise Burnham (2005)
Alice J. Smith (2004)
Gladys Stockwell (2004)
Lisa Knowles-Warren (2005)
Loretta Madden (2006)

FINANCE COMMITTEE

(Appointed for three years)
Barbara A. Barry, Chairman (2004)
Margaret Raczka Ferry (2005)
Michael Magiera (2004)
Matthew Lovell (2004)
Thomas Dranka (2005)
Theresa Niemczura (2004)
Richard Dranka (2006)
George Backus (2005)

INDUSTRIAL DEVELOPMENT

FINANCING AUTHORITY

(Appointed for five years)
Five vacancies

PERSONNEL ADVISORY COMMITTEE

(Appointed for three years)
Five vacancies

PALMER INDUSTRIAL & DEVELOPMENT CORPORATION

(Eleven member indefinite term)
Gordon Christiansen
Thomas Haley
Elias Pouloupoulos
Six vacancies

PALMER PUBLIC LIBRARY TRUSTEE

(Appointed for one year)
Alphonse E. Murray (2004)

TOWN OFFICERS

RECREATION COMMITTEE

(Appointed for five year term)

Diana Strzemienski, Chairman (2008)

Norma Santos (2006)

Diane Brennan (2006)

Rhonda Brown (2005)

Donna Corbin (2005)

Patricia Lebida (2005)

Keith Parent (2006)

John Sasur (2004)

Kathleen Burns (2004)

Mary Brodeur (2005)

BOARDS & COMMITTEES

APPOINTED BY SELECTMEN

AUXILIARY POLICE FORCE

(Appointed for one year)

Jason S. Pare

John A. Banas

BROWNSFIELD REDEVELOPMENT COMMITTEE

(Appointed for one year)

Beverly Morin

David Johnson

Roger Brach

Alice Davey

Jean Bubon

BY-LAW COMMITTEE

(Appointed for one year)

Charlann Griswold

Charles Ksieniewicz

Robert P Frydryk

Richard Rollet

Dennis Fountain

CABLEVISION ADVISORY COMMITTEE

(Appointed for one year)

Michael Chalue

David Backus

Frank G. Real

George Backus

CIVIL DEFENSE COMMITTEE

(Appointed for one year)

Neal Byrne

Officer Kenneth White

Fire Chief Alan Roy

Tammy Piechota

Patrick O'Connor

Robert Frydryk

Jeffrey Jambora

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE

(Appointed for one year)

Frank Real

Veronica Strzemienski

Michael Marciniec

Gladys Stockwell

EASTERN VALLEY WATER PROTECTION COMMITTEE

(Appointed for one year)

John Sasur

Harry Johnson

Gary Pierce

ECONOMIC DEVELOPMENT COMMITTEE

(Appointed for one year)

Beverly A. Morin

Frank Real

Richard Rollet

Steve Chiacchia

Roger Brach

Jean Bubon

Joseph Slowick, Jr.

FINANCIAL MANAGEMENT TEAM

(Appointed for one year)

Beverly Morin

Roger Brach

Barbara Barry

Michael Burns

GROUNDWATER PROTECTION COMMITTEE

(Appointed for one year)

John Sasur, Chairman

Nicholas Zeo

TOWN OFFICERS

Jane E. Golas

John Dyl

HAMPDEN COUNTY HOUSING
SERVICES ADVISORY COMMITTEE

(Appointed for one year)

Jean Leonard

HANDICAPPED SERVICE
COMMITTEE

(Appointed for one year)

Neil Metcalf

Nancy Bauer

Richard Rollet

HISTORICAL COMMISSION

(Appointed for one year)

Stephen Nowak, Chairman

Marion P. Lis, Treasurer

Lorraine Novak, Secretary

Jane E. Golas

Harold Olson

Sandra Nichols

Rose Riskalla

HOUSING PARTNERSHIP/FAIR
HOUSING COMMITTEE

(Appointed for one year)

Real Estate Broker - Vacant

Developer - Vacant

Attorney - Vacant

Resident-Margaret Higgins

Resident-Jane E. Golas

Planning Board-Joseph Slowick

Housing Authority-Veronica

Strzeminski

Housing Authority-Jean Leonard

Finance Committee-Curtis Reeser

School Committee

Gerald Madigan

INSURANCE ADVISORY
COMMITTEE

(Appointed for one year)

Melanie Leibold

Debbie Charwick

Deborah Maloney

Nancy Dranka

Robert Young

Harold Olson

LOCAL EMERGENCY PLANNING
COMMITTEE

(Appointed for one year)

Todd Smola

Laurie Rocco

David Johnson

Neal Byrne

Dave Clark

Alan Roy

Patrick O'Connor

John Sasur

James Ammann

Robert P. Frydryk

Jeffrey Jambora

David Pranaitis

LOCAL LAW ENFORCEMENT BLOCK
GRANT ADVISORY BOARD

(Appointed for one year)

James Lynch

Attorney Timothy J. Rogers

Magistrate E Donald Riddle

Alphonse E. Murray

Robert P. Frydryk

OPEN SPACE PLANNING COMMITTEE

(Appointed for one year)

Donald Duffy

Peter Izyk

Harry Johnson

Jane E. Golas

David Johnson

PALMER CULTURAL COUNCIL

(Appointed for five years)

Deborah Queiros

Lynn Plotczik

Tom Arventos

James Athearn

Mary Bernat

Janisca Clark

Chris Miarecki

Lisa Ramsey

Carol Rondeau

Matthew Lovell

Ann Wright

TOWN OFFICERS

Leah Bigda
Kathleen Hood
Gail Orzechowski

Thomas Murray
Margaret Higgins
Jayne G. Heede

PALMER PUBLIC LIBRARY BUILDING EXPANSION COMMITTEE

Mark Contois
Nancy Bauer
Mary Brodeur
John DiNuovo
Walter Haggerty
Michael Moran
Alphonse Murray
Sandra Nichols
Sandra Noonan
Lois C. Reynolds
Steven Leacock
Eleanor Szlachetka
Stanley Skowrya

PIONEER VALLEY PLANNING COMMISSION

(Appointed for one year)
Michael Marciniac, Commissioner
Terry Korzec, Joint Trans. Rep.

PIONEER VALLEY PLANNING COMMISSION POLICY ADVISORY REPRESENTATIVE

(Appointed for one year)
Jane E. Golas

PIONEER VALLEY TRANSIT AUTHORITY ADVISORY COUNCIL MEMBER

(Appointed for one year)
James L. St. Amand

QUABOAG VALLEY BUSINESS ASSISTANCE CORPORATION

(Appointed for one year)
Ronald P. Christiansen

RECYCLING COMMITTEE

(Appointed for one year)
Jonathan Murray
Thomas M. Dranka

SAFETY COMMITTEE

(Appointed for one year)
Ronald Masnicki, Chairman
William Bouthillier
John Dyl
William Gallagher
Howard Case
Robert Frydryk
David Pasquini

TEEN CENTER STUDY COMMITTEE

Linda Benard
Karen Kozlik
Cathy Les
Tina Lesniak
Kenneth White
Paul Shepardson
Sean Dimitropolis

TOWN ADMINISTRATOR SEARCH COMMITTEE

Barbara Barry, Chairman
Roger Brach
Cynthia Heffernan
Tina Lesniak
Michael Marciniac
Peter E Pappas
Erin Pincince
Ervin Smith
Alice Davey

TOURISM COMMITTEE

(Appointed for one year)
Todd Smola
Jean M. Bubon
Janisca M. Clark
Michael Marciniac
Barbara A. Ungerland
Alice Davey



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APPOINTED OFFICIALS

Acting Town Administrator	Patricia A. Kennedy
Town Accountant	Paul Sacharczyk
Assistant Accountant	Susan J. Fontaine
Chief of Police	Robert Frydryk
Town Planner	Jean Bubon
Community Development Director	Alice Davey
Computer Systems Administrator	Neal Byrne
Veteran's Agent/Burial Agent/Graves Officer	Mark Avis
Town Counsel	Charles Ksieniewicz
Associate Town Counsel	Michael Ciota
Town Auctioneer	Kevin Gouvin
Building Inspector	Richard Rollet
Assistant Building Inspector	Leslie Chip Lapointe
Gas Inspector	Gary Stahelski
Wire Inspector	Stanley Pietryka
Assistant Wire Inspector	Arthur Miner
Plumbing Inspector	Gerald Nichols
Acting Highway Superintendent	Terrence Korzec
Park Superintendent	Richard Kaczmarczyk
Emergency Management Director	Neal Byrne
Constable	Norberto Garcia
Constable	Robert Couture
Constable	Kenneth White
Constable	James Lynch
Constable	William McCarthy
Fence Viewer	Joseph Nietupski
House Numberer	Theresa Woods
Forest Warden	Alan Roy
Tree Warden	James Chadwick
Animal Inspector/Dog Officer	Frederick Guzik
Asst. Animal Inspector/Asst. Dog Officer	Wanda Guzik
Hazardous Waste Coordinator	Jeffrey Jambora
Recycling Coordinator	Jonathan Murray
Sealer of Weights & Measures	Joseph Serrato
Asst. Sealer of Weights & Measures	Ronald Constantino
Sexual Harassment Grievance Officer	Patricia A Kennedy
Sexual Harassment Grievance Officer	Richard Rollet
Milk Inspector	Walter J. Swiatlowski
Vermin Inspector	James Chadwick
Keeper of Lockup	Robert Frydryk

ANIMAL INSPECTOR

I attended a class at the University of Massachusetts. This class recognizes my continuing education in the field of animal health and commitment towards the safety of the citizens and animals in my municipality.

All inspections ordered by the Division of Livestock Disease Control have been completed and requirements of Section 19, Chapter 129 of the General Laws of Massachusetts have been complied with and reports filed with the Division at 100 Causeway Street, Boston, MA.

In the year 2003 there were 39 visits made to examine and quarantine dogs and cats known to have bitten people and animals. None showed symptoms of rabies and were released after ten days.

Respectfully submitted,

Frederick J. Guzik
Animal Inspector

Wanda Guzik
Assistant Animal Inspector

ANNUAL REPORT OF THE ZONING BOARD OF APPEALS

The Palmer Zoning Board of Appeals received 8 applications for various transactions to meet the dimensional requirements to the Town of Palmer Zoning Bylaws for the year 2003.

The Board held public hearings on all petitions received according to the provisions of Chapter 40-A, Section 11, of the Massachusetts General Laws. As a result of the hearings, 4 variances were filed, and three were granted and one was denied. There was one Administrative Appeal, which was approved, and two findings that were approved. Also a public hearing was held by the Town of Palmer to amend the fees for applications of variances, findings, and administration appeals. The Zoning Board of Appeals also approved a Comprehensive Permit for Crystal Lake Village located off Fuller Road,

Palmer to construct 44 affordable dwelling units.

Income from the Board amounted to \$575.00. These fees are collected to cover the expense of the public hearing.

Respectfully submitted,

Antonio Andre, Chairman
Norman Czech, Vice Chairman
Ingrid Thompson, Clerk
Gary Doane, Alternate

Russell Brown, Member
Florence McCarthy, Member
Curt Reeser, Alternate

ANNUAL REPORT OF THE BOARD OF ASSESSORS

LOCAL EXPENDITURES

Appropriations	\$29,196,090.54
Offsets	142,631.00
Deferral of Teacher's Pay	343,817.00
Lower Pioneer Valley Reg Plan Commission	1,874.55
Snow & Ice Deficits	34,302.56
State & County Charges	124,056.00
Overlay	174,220.66

TOTAL AMOUNT TO BE RAISED	\$30,016,992.31
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ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES

Cherry Sheet Estimated Receipts	\$14,254,347.00
Local Estimated Receipts	3,174,707.00
Other Available Funds	265,360.84
Free Cash	671,856.70
Free Cash to reduce the tax rate	321,010.00
Teacher's Pay Deferral	305,615.00

TOTAL ESTIMATED RECEIPTS	\$18,992,896.54
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NET AMOUNT TO BE RAISED	\$11,024,095.77
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NET AMOUNT TO BE RAISED / TOTAL VALUATION = TAX RATE FY2003

\$11,024,095.77	596,864,957	=	\$18.47
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CLASSIFIED PERCENTAGES

<u>LEVY PERCENTAGE</u>		<u>LEVY BY CLASS</u>
RESIDENTIAL	78.9246	\$8,700,727.55
OPEN SPACE	0	0
COMMERCIAL	8.8389	974,405.17

INDUSTRIAL	6.1369	676,533.94
PERSONAL PROPERTY	6.0996	672,429.11
		\$11,024,095.77

VALUATION BY CLASS

RESIDENTIAL	471,073,500
OPEN SPACE	0
COMMERCIAL	52,756,100
INDUSTRIAL	36,628,800
PERSONAL PROPERTY	36,406,557
TOTAL VALUATION	596,864,957

RESPECTFULLY SUBMITTED,

Jay J. Mastalerz, Chairman
Michael J. Burns
Lawrence M. Jasak

REPORT OF THE BUILDING INSPECTOR

The following is a summary of my activities for the year 2003. Permits were approved, Specifications reviewed and construction monitored for:

New Single Family Dwellings	34
New Two Family Dwellings	11
New 6-Unit Condominiums	1
New Commercial Buildings	1
Additions to Residential Buildings	12
Additions to Commercial Buildings	2
Renovations to Residential Buildings	59
Renovations to Commercial Buildings	16
Replace Mobile Homes	6
Barns	1
Carports	2
Decks/Stairs/Handrails	42

Demolition	16
Garages	24
Gazebos	2
Greenhouses	1
Handicap Ramps	3
Pools - Above Ground	25
Pools -- In Ground	3
Porches	29
Three Seasons Porches	4
Roofing, Siding and Window Permits	167
Sheds	68
Signs	20
Temporary Housing Due To Fire	1
Temporary Tents	2
Chicken Coop	1
Kids Club House	1
Wood Burning Stove Permits	15
Occupancy Permits	110
Inspection for Specified Use Groups	16

Respectfully submitted,

Richard W. Rollet
Building Inspector

CEMETERY DEPARTMENT

It is the Board of Cemetery Commissioners responsibility to insure that the cemeteries in the Town of Palmer receive the care, improvements and respect they deserve. All Board members are residents of Palmer who share the common commitment of using our tax dollars wisely.

The year 2003 brought much concern to the Department, primarily the labor situation. One of our two full time employees left to take a position with the Fire Department in 2002 and put the Department in a difficult situation. The full time opening was not filled due to budget constraints. Working with only one full time employee and two part-time/seasonal helpers put a strain on the Department, trying to give its full attention to all four cemeteries. However, we feel that our Foreman Michael Skowronek and his two workers did an admirable job considering the circumstances. Also, budget cuts totaling approximately 24% for the Department hurt not only the manpower but our future fence repairs and road maintenance as well. The talk of privatization added to the concerns this year for the Cemetery Department. We feel that privatization will not only cost more in dollars than currently but will not give the citizens of Palmer the same total attention and services currently given to the cemeteries by the Department's own employees.

The April elections brought on a new Commissioner, Jonathan Jasak. We want to publicly welcome him and look forward to working with Jonathon as a full Board. Mr. Jasak's input will be greatly appreciated by the Department.

The weather was not cooperative during the year. Heavy snow kept us busy not only plowing the cemeteries but also doing our part to keep the sidewalks open in downtown Palmer. A very wet spring added to hot, rainy and humid weather in the summer made mowing and trimming in the approximately 30 acres of cemetery land a challenge. All four town cemeteries are kept mowed and trimmed throughout the growing season. In the autumn, leaf pick-up is a major project. The winter brings the added responsibility of plowing the cemeteries and the sidewalks in Palmer along with equipment maintenance. Spring is clean-up time again. Checking for and correcting winter damage to trees and roadways keeps the Department busy. Memorial Day is very important to the Cemetery Department and much work goes into the preparation for the many visitors. However, all maintenance must be scheduled around burials.

During 2003 the Cemetery Department performed 55 burials, installed 31 foundations and sold 33 graves. Our ongoing iron fence restoration project should be complete soon. The refurbished fence adds so much to the cared-for look of Oak Knoll Cemetery. The voters must be commended for the additional funds for labor that was voted on at the Special Town Meeting on November 17, 2003. It shows just how much the citizens wish to keep the cemeteries a special place for their loved ones. Also, we wish to extend our thanks to the Highway and Park Departments for their continued support whenever needed.

The Board of Cemetery Commissioners meets once a month throughout the year and welcomes any questions or comments from the community. The meeting dates are published in the local newspaper or you can call the Cemetery Office to inquire about when the next meeting is being held. The Cemetery office is open on Monday, Wednesday and Fridays from 10 a.m. to 1 p.m.

Robert G. Faulkner, Commission Chairman
Peter E. Pappas, Commissioner
Jonathan J. Jasak, Commissioner

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department is located in Memorial Hall at 1029 Central Street in Depot Village. The office is open Monday – Friday from 9:00am to 4:30pm. The Community Development Department was established in 1991 for the purpose of administering a Community Development Block Grant (CDBG) for the Town of Palmer. Over the years the department has expanded its services by becoming a Local Rehabilitation Agency for the Massachusetts Housing Finance Agency, and by applying for and receiving grants from other agencies.

Community Development Block Grant

The Community Development Block Grant Program is funded under Title I of the Housing and Community Development Act of 1974, as amended. The primary objective of the statute is *"...to develop viable, urban communities by providing decent housing and suitable living environment and expanding economic opportunities principally for low – and moderate-income persons."*

The Massachusetts Department of Community Development encourages: programs which develop and preserve affordable housing; planning toward both resource protection and sustainable economic activity; downtown revitalization integral to community development; and community-based planning that assess needs and identifies strategies for addressing those needs. Projects eligible for funding under the Massachusetts Community Development Block Grant Program include: planning; housing rehabilitation and creation of affordable housing; economic development projects which create and/or retain jobs; efforts directed toward rehabilitation and stabilization of existing neighborhoods, commercial areas and downtowns; infrastructure; construction and/or rehabilitation of community facilities; and public social service services.

The Community Development Department relies entirely on grant dollars to finance its projects. The Town provides space, heat and electricity for the Community Development Department; all other expenses are funded with grant money.

During 2003 the Community Development Department continued to administer the following Community Development Block Grants:

- **FFY99** – During 2003 \$2,593.50 was expended for Phase 5 of the Depot Village Streetscape Project. To date the Housing Rehabilitation Program has provided assistance to 11 people residing in 9 units. The commercial façade/sign program provided assistance to 3 buildings in Depot Village. Phase 5 of the streetscape project funded the reconstruction of 550' of sidewalk. To date this grant has leveraged \$99,637.68 in additional private investment.
- **FFY02** – During 2003 \$77,595.36 was expended for grant administration, \$158,069.00 was expended for Housing Rehabilitation. To date the Housing Rehabilitation Program has provided assistance to 16 people residing in 12 units. To date this grant has leveraged \$9,375.43 in additional private investment.

READY RESOURCE FUND

In June of 2002 the Town of Palmer acting as the lead community for the Quaboag Valley Business Assistance Corporation was awarded a \$391,000 Ready Resource Fund grant jointly with the Towns of Belchertown, Brimfield, Brookfield, East Brookfield, Hardwick, Holland, Monson, North Brookfield, Spencer, Wales, Ware, Warren, and West Brookfield. This grant will re-capitalize the revolving loan funds of the Quaboag Valley Business Assistance Corporation to continue its program of comprehensive small business and microenterprise development.

- FFY01 – During 2003 \$53,974.44 was expended for grant administration, \$51,000.00 was expended for assistance to micro-enterprises. To date 3 for-profit businesses have received loans which have created 6.75 FTE jobs and 2 micro-enterprise businesses have received loans which have created 1 part time job. \$27,000 was expended on tuition waivers for business planning students, computer students, and workforce development trainees. To date this grant has leveraged \$234,756 in additional private/other agency funds.

MASSHOUSING HOME IMPROVEMENT PROGRAMS

MassHousing was created by state legislation to assist in expanding the supply of affordable housing for people who cannot afford a decent and safe place to live. MassHousing provides financing at reduced interest rates for the production/rehabilitation of decent housing accessible to those who earn low or moderate incomes.

- Get The Lead Out – Provides low-cost financing to owners of 1-4 family properties to remove lead paint from their homes and reduce the possibilities of lead poisoning in children.
- Neighborhood Rehabilitation Program – Provides low interest loans to purchase and rehabilitate a home, or make substantial repairs to a home that you already own. Fixed below-market interest rates are available.
- Home Improvement Loan Program – Provides low interest loans to rehabilitate your home.

USDA 504 PROGRAM

The Palmer Community Development Department provides 504 program information and loan processing for Palmer residents.

The Section 504 loan/grant program helps very low-income owner occupants of modest single-family homes in rural areas repairs their homes. Loan funds are available for repairs to improve or modernize a home, make it safe or more sanitary, or remove health and safety hazards. For homeowners 62 and over who cannot repay a loan, grant funds are available to remove health or safety hazards, or remodel dwellings to make them accessible to household members with disabilities.

MASSACHUSETTS TURNPIKE AUTHORITY TOURISM GRANT PROGRAM

- 1999 Program – The Palmer Community Development Department continues to administer this \$95,000 award. These funds were awarded for the re-construction of the pedestrian crossing at Park and Thorndike Streets and to construct a pedestrian crossing on North Main Street in Depot Village. During 2002 a new pedestrian crossing system was constructed on North Main Street in Depot Village, and the pedestrian crossing system at the intersection of Park and Thorndike Streets was upgraded. During 2003 \$52,122.34 was expended for construction.

- 2001 Program – The Town of Palmer received an award in the amount of \$30,000 to create a Tourist Information Center, a Railroad Research Center, and a Brochure to promote Palmer. During 2003 \$8,598.20 was expended on materials for the Tourist Information Center and the Railroad Research Center. An area within the Palmer Public Library has been dedicated for the Tourist Information Center. In this area residents of Palmer will be able to plan trips to all parts of the state, with useful resources which detail what to see, what to do, and where to stay. In addition patrons may use one the many museum passes to enhance their trips. The Tourist Information Center is also available to tourists visiting the Palmer area to enhance their trip to the area, or to help them plan the next leg of their journey.
- 2002 Program – The Town of Palmer received an award in the amount of \$5,000 to conduct summer concerts and holiday hayrides. \$3,825 was expended for the summer concerts, which were attended by an average of 150 people per concert. Area non profits including the Palmer Senior Citizens Club, the Quaboag Valley Business Assistance Corporation and the Palmer Rotary Club adopted evenings providing those in attendance with refreshments and raising public awareness of their organizations. \$750 was expended for holiday hayrides, which were attended by an average of 100 people per evening.

SUMMARY

\$131,569.80 was expended administering the grants, \$158,069.00 was expended on Housing Rehabilitation, \$54,715.84 was expended on pedestrian crossing systems, \$51,000 was expended on business loans, \$27,000 was expended on tuition waivers, \$8,598.20 was expended on materials for the Tourist Information Center and the Railroad Research Center, \$3,825 was expended on summer concerts, and \$750 was expended on holiday hayrides.

This grant money leveraged an additional investment of \$343,769.11. These grants have enhanced the community in many ways including; the rehabilitation of twenty-one (21) housing units, the construction and reconstruction of pedestrian crossings, the reconstruction of 550' of sidewalk, the creation of 6.75 full time jobs and one (1) part time job, the creation of a tourist information center, the creation of a railroad research center, and community events in Depot Village Park.

I would like to thank Senator Stephen Brewer and Representative Reed Hillman for their support of our programs and assistance in obtaining grants. In addition, I would like to thank the staff of the Palmer Community Development Department, who have assisted with the procurement and the expenditure of the grants, Mark Contois and Mary Bernat of the Palmer Public Library for their work creating the Tourist Information and Railroad Research Centers, and Susan Rutherford of the Quaboag Valley Business Assistance Corporation who works very hard to create and retain jobs in our region.

Respectfully submitted,
Alice L. Davey, Community
Development Director

COMPUTER SYSTEM ADMINISTRATION

The Town of Palmer continues to make strides keeping pace with technology advances. The emphasis is currently on Network Security and enhancing the existing capabilities. Our equipment currently meets or exceeds the requirements set by our major software vendors.

The future holds challenges related to sustaining license complaint hardware, and software, which serve the various departments efficiently. The current trend with software vendors is to stop supporting versions of the second revision. This requires considerable vigilance with regard to forecasting and budgeting. The system is reliable, efficient and adequate at this time.

Respectfully submitted,

Neal Byrne
Computer System Administrator

CONSERVATION COMMISSION

The Palmer Conservation Commission has seven members and one associate member, all of them volunteers who have as their charge the protection of Palmer Township's natural resources. Over the past year, the Commission has acted upon or issued (Table 1.):

Table 1. Palmer Conservation Commission Summary for 2003

130 site inspections	3 Certificates of Compliance
8 Determinations of Applicability	0 Warning Notices
10 Notices of Intent	5 Forest Cutting Plan Reviews
9 Orders of Conditions	0 Enforcement Orders
1 Certificate of Emergency	5 Vegetation Management Plans

The Commission has been quite active in other respects as well:

- In early spring, a program was continued by Dave Johnson for regular testing of fecal coliform levels in the Swift, Ware, Quaboag, and Chicopee Rivers, for the DEM.
- The Commission has continued working with the Opacum Land Trust on acquiring conservation lands and with State Funds, has acquired the additional parcel of Midura property. This acquisition has been finalized.
- Jono Neiger, Conservation Officer, has been a real asset for the Commission. He has been making inspections, contacting government offices for needed information, and expediting the Densely Developed Area petition with the Executive Office of Environmental Affairs. The DDA petition was approved in late December.

On the community level:

- The Conservation Commission continues to work with Palmer High School students on special environmental projects. Projects included an Earth Day clean-up of the campus.
- In early spring, Commission member David Johnson led a bird watching and biodiversity survey hike on the Midura Conservation Land. Look for more of these in the year 2004 . He also led a group for the Opacum Trust over the Midura property.
- In a joint venture with the Historical Commission, the Conservation Commission sponsored the painting of an historical site, which is completed and hung in Meeting Room #1.

And finally, for ongoing business:

- The Conservation Commission's petition for a Rivers Protection Act - Densely Developed Area designation for Palmer was approved with few deletions. The Commission now will prepare maps of the designated areas and information on use.
- Several property gifts have been discussed, and will be evaluated for acceptance. The U. S. Fish and Wildlife Service notified the Commission of potential funds available for acquisition of areas to be protected or restored. This project is ongoing.

The Commission holds meetings on the 1st and 3rd Tuesdays of each month; the meetings begin at 7 P.M. and are open to the public.

Respectfully submitted,

Michelle Corbeil-Crawford, Chairperson
David Johnson, Co-Chairperson
Donald Duffy
Jane Golas

Peter Izyk
Harry Johnson
Grace Sheehan

COUNCIL ON AGING ANNUAL REPORT

The Council on Aging in 2003 provided a broad range of services to Palmer's 60+ population. Of the 2,380 Senior Citizen's, the number of unduplicated elders receiving a direct service from the Council on Aging were 2,094. 60,193 units of service were provided. Those not receiving direct service were made aware of our programs through the Senior Newsletter. Twelve issues were printed and a total of 6,586 were mailed. Total mailing cost was \$1,956.05. The total received from Seniors for this mailing was \$710.25.

To care for the physical needs of our 60+ population, Health Screenings, Hearing Screenings, Foot Care and Exercise programs were provided at the Palmer Senior Center. 1,598 unduplicated individuals took advantage of these programs. 22 speakers engaged to discuss health related issues with medical equipment available at the Palmer Senior Center to be loaned at no charge as needed. 96 individuals took advantage of this program.

A congregate meal program was held at the Palmer Senior Center, sponsored through the Greater Springfield Senior Services, Inc. and the Council on Aging. 3,953 meals were served throughout 2003. The Council on Aging continues to provide supportive services to homebound elders. 88 unduplicated elders were contacted by phone on a regular basis through the R-U-O-K program, totaling 5,091 times during 2003. In Home Meals provided 78 frail elders with a hot meal five days a week, totaling 10,762 meals.

A major project continues to be the In and Out of Town Transportation program. In 2003 351 unduplicated passengers, including 61 passengers under 60 utilized this service 6,995 trips were taken, totaling 21,893 miles. Total cost to operate this program was \$10,755.09 for oil, tires, repairs and extra driver wages. \$6,231.53 was contributed to this program through rider donations. The balance was paid by the Palmer Senior Citizens Club, Inc. The Senior Center received a new van this year from the Executive Office of Transportation and Construction. The cost of the van was \$37,763.00 with the Senior Citizen's Club paying 20% of the cost. We had to deny 130 people a ride in 2003 due to the van already being in use.

913 unduplicated individuals took advantage of the activities offered at the Senior Center 13,227 times. 55 individuals were helped through the Free Income Tax program. Tax Assistance, Fuel Assistance, Transportation, Information and referrals were also available to the under 60 low income and disabled population. 4,364 units of service were provided to this age group. 311 seniors attended the Annual Picnic and Christmas Party held at the Amvets Hall in Three Rivers.

10,077 signatures were acquired from the Senior Center daily registration sheets. A total of 16,042 phone calls were taken throughout 2003. 3,187 calls were from the under 60 population.

There are 421 Veterans over 60, 115 Palmer residents in area Nursing Homes, and there were 101 deaths during 2003.

GRANT FUNDING

\$11,639.00 in Formula Grant money was awarded to the Palmer Council on Aging from the Executive Office of Elder Affairs in Boston for an Outreach Service Coordinator position. An Outreach Service Coordinator accesses and assesses the 60+ population to all Federal, State and County Programs they may be entitled to. 689 unduplicated in-home visits were made during 2001. There were a total of 608 duplicated units of service provided by the Outreach Service Coordinator. There was a total of 2,510 duplicated units of service. This grant also funds the Activities Coordinator and the Volunteer Coordinator positions at the center.

\$9,212.00 Title III-B Grant awarded to the Palmer Council on Aging from Greater Springfield Senior Services for the Outreach Position for 15 hours/wk.

\$750.00 Title IIIB Grant awarded to the Palmer Council on Aging from Greater Springfield Senior Services to provide a Nutrition Program by a Registered Dietician.

\$2,978.85 awarded the Palmer Council on Aging from The Wing Memorial Hospital to purchase exercise equipment for the Senior Center.

\$1,255 Title III-E Grant for the purpose of providing education, information and assistance to Palmer Elders regarding Caregiving for a family member.

\$590.00 was received from the Palmer Cultural Council Grant for a trip to the Boston Flower Show.

57 volunteers continued to assist in various programs and activities. In 2003, a total of 3,850 volunteer hours were donated to the Senior Center. If paid at \$6.75 per hour, they contributed \$25,987.50 worth of service.

The Senior Center Building Committee formed in 2002 is still a working committee in the process of working on the feasibility study. Graham-Meus was the chosen firm to do the study.

Respectfully submitted,

Erin Pincince, Director
Genevieve Bates, Chairperson
Janice Kucewicz
Mary Hubert
Gladys Stockwell, Secretary
Alice Smith

Edward Bradlenski
Ervin Smith
Betty Koss
Lisa Knowles-Warren
Louise Burnham
Loretta Madden

DOG OFFICER ANNUAL REPORT

A special thanks to the Palmer Journal for their excellent work year after year photographing strays so they may be adopted.

A special thanks to F.A.C.E.S., Palmer Middle School, Noah's Veterinary hospital and everyone who has donated food and toys to the Palmer Dog Kennels.

NOTICE – TOWN RESIDENTS

Year 2004 dog licenses are due April 1 – May 31.

License Fees

Male	\$ 15.00
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Neutered Male	\$ 5.00
Female	\$ 15.00
Spayed Female	\$ 5.00

Late fee as of June 1	\$ 4.00
Late fee as of July 1	\$ 10.00

All stray dogs are held for ten days and then become the property of the Town of Palmer. They are then put up for adoption for a fee of \$10.00.

January 1, 2003 – December 31, 2003

359 Complaints were received and followed up on
35 Lost dogs and cats were reported
7 Dogs adopted @ \$10.00 each

Quarantine at Palmer Kennels

3 dogs
2 cats

Burial

12 Cats
5 Deer
1 Skunk
5 Raccoons
1 Coyote

Fines issued to dog owners who do not obey the Palmer Leash Law:

1 st Offense	\$25.00
2 nd Offense	\$35.00
3 rd Offense	\$50.00

In 2003 there were: 31 fines issued at \$25.00
3 fines issued at \$35.00
1 fine issued at \$50.00

Total fines for 2003: \$930.00

Respectfully submitted,

Frederick J. Guzik
Dog Officer

Wanda Guzik
Assistant Dog Officer

EMERGENCY MANAGEMENT DEPARTMENT

The Town of Palmer is taking steps to be prepared for both natural disasters and man made disasters should they occur. The Department of Homeland Security has required all municipalities to evaluate risks associated with possible terrorist attacks.

In addition to planning and preparedness, the Town of Palmer initiated a Community Emergency Response Team Program directed and substantially funded by Grants from the Federal Emergency Management Administration. The "CERT Program" currently has more than thirty of our civic-minded residents participating in valuable training geared toward self-reliance in a time of crisis when professional first responders may be delayed or overwhelmed.

Respectfully submitted,

Neal Byrne,
Emergency Management Director

ANNUAL REPORT OF THE FORESTRY DEPARTMENT

The Forestry Department herewith submits its Annual Town report for the year ending December 31, 2003.

The Forestry Department took in many calls regarding dead trees, dead wood and the clearing of branches. Trees were taken down that we dead or considered a danger to public safety. The Highway Department continues to cut brush along the roads improving the safety of drivers and pedestrians alike.

At this time I wish to thank Massachusetts Electric Company, Northern Tree, Blue Ox Tree Service and the Palmer Highway Department for their help and cooperation in the past year.

Respectfully submitted,

James D. Chadwick
Tree Warden

FOREST FIRE WARDEN

I herewith submit my report as Forest Fire Warden for the Town of Palmer for the year 2003.

The Town of Palmer Forest Fire Department responded to a total of 47 incidents during the year.

Incident Type:

Forest, woods, or wildland fires:	4
Brush, or brush and grass mixture fires:	5
Grass Fires:	2
Cooking Fire, confined to container:	6
Unauthorized burning:	2
Authorized controlled burning:	1
Citizen's complaint:	27

At this time I would like to thank our Firefighters for their response, neighboring fire departments for providing mutual aid, the Board of Selectmen, Palmer Police Department, and the Central Emergency Dispatch for their assistance and cooperation provided during the year.

Respectfully submitted,

Alan J. Roy
Forest Fire Warden

REPORT OF THE GAS INSPECTOR

As gas inspector for the Town of Palmer, I am responsible for the inspection, testing and issuing of permits in accordance with the codes and regulations of the Massachusetts General Laws. In this capacity, about eighty-six inspections and permits were made and issued.

The second phase of work done by this department includes investigating complaints of old and potentially dangerous gas fitting installations, violations of the law, and hazardous and defective material.

I would like to thank all the personnel involved with the Building Department for their cooperation during the year.

Respectfully submitted,

Gary Stahelski
Gas Inspector

ANNUAL REPORT OF THE BOARD OF HEALTH

The following is a summary of licenses and permits that were issued by the Board of Health in the year 2003:

Animal	19
Beaver	02
Body Art Establishment	02
Body Art Practitioner	02
Dumpster	03
Food	93
Ice Cream	03
Frozen Dessert	07
Funeral Director	04
Hauler	07
Installer	35
Massage Therapist	02
Mobile Home Park	01
Mobile Food Server	04
Motel	02
Recreational Camp	03
Swimming Pool	01
Tanning	05
Temporary Food	03
Temporary Non-Profit	02
Tobacco	42
Total	262

The Board of Health witnessed, collected fees and issued permits for 55 Percolation Tests during the year 2003. Septic Designs were reviewed and approved by the Board.

The Board of Health, for the health and safety of the occupants, made thirty-seven Housing Inspections. Violations were corrected to meet the standards of the State Sanitary Code. One hundred fifty Investigations were made by the Board of Health to comply with Regulations and Laws pertaining to Public Health.

Four hundred forty-nine preventive Influenza injections were given in 2003. Influenza clinics were spread out once again this year and set up in different locations; a shut in clinic was also offered. Three clinics were held. The first clinic was held at Converse Middle School; the second at Senior Center and the last one at the Town Administration Building.

Seventy-six Reportable Diseases were recorded in 2003.

The Mosquito Control Program, with cooperation from the Highway Department and The Waste Water Treatment Plant, allowed for monthly applications of larvicide to catch basins throughout all the Villages. This occurred from May through September. The Board of Health sent 4 dead birds to the State Laboratory for testing with no birds testing positive for the West Nile Virus.

Respectfully Submitted,

Paul E. Benard, Chairperson
John Lukaskiewicz
Thomas M. Dranka

ANNUAL REPORT OF THE PALMER HIGHWAY DEPARTMENT

The Palmer Highway Department herewith submits its Annual Town report for the year ending December 31, 2003.

The Highway Department continues to maintain highways, sidewalks, sewer lines and drainage throughout the Town. We answered approximately 1,100 calls on clogged sewers. We also answered approximately 2,000 calls from town residents on various problems and concerns. Whenever possible we try to solve these problems or point residents in the right direction.

Snow began falling on November 7, 2002 and continued steadily until late March. The highway crews were busy plowing and sanding as more than 100 inches of snow fell during the winter season.

Palmer Paving resurfaced a section of Nipmuck Road and Mason Road in Palmer, High Street in Thorndike and South High Street in Bondsville. In November approximately 45 miles of the double centerlines were repainted on various town streets.

Through Chapter 90 funding a new Brimar Equipment trailer and a new vibratory roller were purchased. These two pieces of equipment will greatly help our daily operations run smoother and more efficiently as we continue to provide the best service possible to the residents of the Town.

At this time the employees at the Highway Department would like to extend our thanks to other departments, committees, and boards for their help and guidance during the past year.

Respectfully submitted,

Terrence C. Korzec
Acting Highway Superintendent

HISTORICAL COMMISSION

The Palmer Historical Commission's monthly meetings are held on the last Wednesday of each month in the Town Administration Building. At these meetings, which are open to the public, topics of historical significance as they pertain to the Town of Palmer are discussed. In addition, donations of historical items are always welcome and are acknowledged.

Election of Officers for 2003-2004 took place at the April 30, 2003 meeting:

Stephen M. Nowak, Chairman
Marion F. Lis, Treasurer
Lorraine Y. Novak, Secretary

The Palmer Historical Commission continued its research of the Union Evangelical Church in Three Rivers to obtain information necessary to achieve its inclusion on the National Register of Historic Places.

The Commission is actively seeking the oldest female resident of the Town of Palmer in order to pass on its Historical Cane. Bolac Wallace of Bondsville currently holds the Commission's cane as the oldest male citizen in the town.

The Commission is continuing to work with the Palmer Library Building Committee to create a History Room in the new Palmer Library. The Commission's goal is to ensure that Palmer's historical artifacts are catalogued and safely stored for historians and residents in the future.

Donations received:

1. Peggy Paine of Monson, MA donated various Town Annual Reports, ledger book and photographs.
2. Brian Donovan of Palmer donated a photograph of the Bondsville Playground team dated 1924.

Each year on the Sunday before Memorial Day, members of the Palmer Historical Commission join other Historical Commissions and/or societies of the Quabbin Valley in a Memorial Service at Quabbin Park Cemetery. This service commemorates the lives of those who once lived in the four towns which are now covered by the waters of the Quabbin Reservoir. This year's ceremony was held on May 25, 2003, and was attended by several members of the Palmer Historical Commission.

Respectfully submitted,

PALMER HISTORICAL COMMISSION

Stephen M. Nowak	Jane Golas
Marion F. Lis	Rose Riskalla

Sandra Nichols

The following is a summary of the licenses and fees collected for the 2003 calendar year:

Inn Holder	1	Fee: \$600.00	=\$ 600.00
Club	5	Fee: \$500.00	=\$2500.00
Retail Package Store	4	Fee: \$500.00	=\$2000.00
Seasonal	1	Fee: \$300.00	=\$ 300.00
Restaurant	12	Fee: \$600.00	=\$7200.00

Retail Package Store	4	Fee: \$400.00	= \$1600.00
Restaurant	5	Fee: \$400.00	= \$2000.00
Cordial & Liqueurs	2	Fee: \$ 35.00	= \$ 75.00

TOTAL: \$16,450.00

Dennis Gaudreau, Chairman
John Mastalerz
Theodore Simard, Jr.

LOCAL EMERGENCY PLANNING COMMITTEE ANNUAL REPORT

The Local Emergency Planning Committee (LEPC) is a federally mandated committee that will help our community protect public health, safety, and the environment from chemical hazards. The LEPC will become the focal point for all activities involved with Title III, Superfund Amendment and Reauthorization Act. The following activities will become the primary responsibility of the LEPC; data collection and information management, development of an emergency response plan, data collection on accidental chemical release, dealing with public inquiries about the risks of a chemical release, and to increase public awareness about the presence of hazardous materials within the Town of Palmer.

To date, all required agencies have been certified in hazardous materials awareness and response. We continue to develop and maintain a town master plan for hazardous materials response, and conduct a hazardous materials drill for response agencies.

Chemical and biological weapons of mass destruction present new dangers to first responders and the public. Local emergency response agencies attend training and seminars to be prepared in the event of an emergency. The Palmer Fire Department has put into service a federally funded Mass Decontamination Unit to be used in partnership with the UMass Wing Memorial Hospital. Palmer Fire Department personnel have completed training on this unit and will expand our training to other local fire departments. A chemical decontamination drill was completed this year at the UMass Wing Memorial Hospital. We have applied for and will be receiving grant funds to operate and maintain inventory for the mass decon. unit.

I would like to recognize the private and public agencies that are members of the Local Emergency Planning Committee:

Selectmen's Office, Palmer Police Department, Palmer, Three Rivers and Bondsville Fire Departments, Board of Health, Highway Department, Office of Emergency Management, Conservation Committee, Palmer School Department, UMass/Wing Hospital, Palmer Waste Water Treatment, Three Rivers, Bondsville, Thorndike Water Departments, Palmer Ambulance Service, Inc., Palmer Journal/Register, American Brokers, Rathbone Precision Metals, Inc., and community representatives. More agencies will be added to the LEPC throughout the year.

In closing, I thank all the agencies and representatives who have taken their own time to attend meetings held throughout the year.

Respectfully submitted,

Alan J. Roy, Chairman
Local Emergency Planning Committee

REPORT OF THE MILK INSPECTOR

To the Board of Health and the Citizens of Palmer, MA.

I respectfully submit my report on the following licenses
issued for the year 2003:

49 Milk Store Licenses @ \$5.00

Total.....\$245.00

Respectfully Submitted,

Walter J. Swiatlowski
Milk Inspector

PALMER HOUSING AUTHORITY

The office and the development known as Laurel Manor is located at 13 Fletcher Street. Laurel Manor consists of 48 one bedroom units, which operates under the State Chapter 667 Elderly/Handicapped Program. The Palmer Housing Authority was first occupied in January of 1971.

All rules and regulations are promulgated by the Department of Housing and Community Development, adopted by the Palmer Housing Authority Board of Commissioners and carried out by the staff. Applications can be obtained in the office during office hours or by calling the office at 283-9311. Eligibility is based on age and income. Currently, applicants need to be 60 years of age or be eligible handicaps. Income limits are \$29,200 for one person and \$33,350 for two persons. Local preference is given to eligible applicants.

The Board of Commissioners meet monthly to conduct the authority business. The Board consists of 4 elected members and one state appointed member. Each member serves a five year term. This past year has brought with it great change. Two original members to the Board of Commissioners are no longer serving as Commissioners. Richard Fontaine resigned in December of 2002 and Myrtle Davis passed away in December of 2003. Their years of service and commitment has and will be greatly missed.

This year four new residents have been housed at Laurel Manor. Units were filled from the waiting list of eligible applicants.

The Board of Commissioners strives to provide a safe, clean and affordable housing facility for those in need.

Respectfully submitted,

Veronica A. Strzemienski, Chairperson
Ronald W. Lemanski, Vice Chairperson
Robert B. Bishop, Treasurer
Margaret Higgins, Assistant Treasurer
Mrytle F. Davis, State Appointed (Deceased – 12/25/03)

PALMER PUBLIC LIBRARY

The delivery of quality library services during a year of transition highlighted a successful 2003 at the Palmer Public Library.

The primary 2003 initiative at the Library remains the building renovation and expansion project. On April 5th the Building Expansion Committee was joined by library trustees, patrons and staff as ground was officially broken on the 5.1 million dollar project. Also present, were Board of Selectmen members Elaine Nikodem, Todd Smola and Michael Strzemienski. State Senator Stephen M. Brewer and State Representative Reed V. Hillman were present as was Commissioner Walter L. Cameron, Jr., representing the Massachusetts Board of Library Commissioners. Within days of the groundbreaking, work was begun in earnest to prepare the foundation for the new three-story building that would front Main Street. Throughout the Spring and Summer, Palmer residents would watch as the building rose up to a finished height of 44 feet culminating with a September 9th installation of a beautiful cupola. Even in its unfinished state, Building Committee members would hear many favorable compliments about the facility and how it will serve to continue the revitalization of the Downtown area.

Renovation of the existing library building was also progressing well until the Building Expansion Committee became aware of several unforeseen structural issues with the block and brick walls. Specifically, as the renovation process of removing interior walls commenced, issues such as cracked block, insufficient supports and deteriorating brick and mortar became more and more apparent. Based on the recommendation of our architects, and after considerable deliberation, the committee arrived at the decision to take down the walls and replace them with new construction. We believed this to be in the best interest of safety and the long-term interests of the Town. In notifying the Board of Selectmen of this development, Building Expansion Committee co-chairs Walter Haggerty and Alphonse E. Murray Jr. emphasized that replacing the walls would not result in any additional monetary obligation by the Town. The work would be accomplished with a combination of construction contingency funds and additional private fundraising. The new walls conform exactly to the remaining foundation and all other aspects of the project – site plan, parking, landscaping, interior design, etc. will proceed as originally planned.

One other development, also unforeseen, would have a most positive impact on the building project, specifically the site plan. In June, the Library Board of Trustees was approached by the parishioners of St. Mary's Church, located behind the Library on Foster Street. The parishioners had been exploring purchasing a larger facility in which to worship and inquired as to whether the Library might be interested in purchasing the Foster Street property. Realizing that providing sufficient parking for the new Library is a priority, the Trustees entered into negotiations with Church authorities to purchase the property. An agreement was reached, utilizing endowment funds and private contributions for payment. In August, the church facility was razed and site plans were altered showing an additional 16 parking spaces for library staff and patrons. This property would later be gifted to the Town of Palmer, substantially enhancing the value of the Library at no cost to the Town.

The Library continued in 2003 to operate from temporary quarters at 1085 Park Street. While not ideally suited for a very busy public library, this facility allows us to provide all the services patrons need and deserve. We are most fortunate to have a real "library person" in the name of Nelson Pease as our temporary landlord. Mr. Pease and his staff have worked diligently to maintain the facility in top-notch condition, making many alterations that allow us to serve our patrons well. As we plan for a Fall 2004 departure from this location, we will be forever appreciative for the use of this facility and the care we received from its owner.

Fundraising for the new Library continued throughout the year. A series of events ranging from bike races to tag sales, to a variety show, raised thousands of dollars for new library furnishings. The Friends of the Library's used bookstore, the Library Loft, once again generated thousands of dollars for the new Library. Individual and memorial giving in 2003 contributed significantly to our fundraising goals. As in previous years, all of these fundraising successes were made possible by the hard work and generosity of patrons, Friends of the Library, Inc., trustees, staff, local businesspersons, civic organizations and volunteers. We thank them all.

The Library continued in 2003 to seek grant opportunities with which to expand existing services or introduce new ones. In August, the Massachusetts Board of Library Commissioners awarded the Library a \$7,500 Customer Service grant to prepare library staff for serving our patrons in a dramatically enlarged facility. Also, the Palmer Cultural Council once again provided several grants that secured the services of performers for the 2003 Summer Reading Program.

The Library continued in 2003, to be committed to providing exceptional services to young people through programming, playgroup activities, story hours, and school vacation programs. The Summer Reading Program set new records for young adult and adult participation. The Teen Advisory Board was very active this year, staging art programs, concerts and reading events. Homework Center and *Tutor.com* usage was up significantly as more and more students turned to the Library for assistance with homework. The hard work and professionalism of the Youth Services Department staff led the way in making all of these endeavors successful.

Finally, in 2003 the Library built upon previous cooperative accomplishments. The P.A.L.S. organization (Palmer Affiliated Library System) a working partnership of all the libraries in Palmer made a major purchase of online databases. These resources, covering the arts, science,

literature, medicine, etc. represent a tremendous informational and financial advantage for the Town of Palmer. Over 50 databases, valued at \$140,000, were purchased for less than \$50,000 by pooling our resources.

By doing this, Palmer is once again, on the leading edge of innovative library services. At a time when tight financial constraints are forcing the elimination of databases in many libraries, Palmer is proving to be a New England leader in this important area of library service.

For the Board of Library Trustees,
Mark J. Contois, Library Director

ANNUAL REPORT OF THE PALMER PUBLIC SCHOOLS

The Palmer Public Schools continues to strive to provide the best possible education for the students of this community. Driven by the goals established by our Strategic Plan, by the requirements of state and federal statutes, and by the criteria set forth for high school accreditation, we are proud to report that our students are making steady progress, as demonstrated by their scores on MCAS (Massachusetts Comprehensive Assessment System) and a 97% graduation rate for the Class of 2003. We believe that this progress is a direct result of the emphasis we've placed on strengthening the curriculum alignment across the grades, providing current and appropriate curriculum resources, aligning professional development to these changes, and generally enhancing the learning environment within our classrooms. Therefore, in spite of these uncertain fiscal times, we pledge to continue to focus on student learning until we have met the ambitious standards established by the "No Child Left Behind Act of 2002" and the Commonwealth's Education Reform Law.

As stated, excellent progress has been made toward achieving the goals outlined in our long-term Strategic Plan. Academically, curriculum continues to be a major priority. We are now able to report that the curriculum has been aligned in all major content areas, K-10, and new texts and resources to implement these state standards have been acquired. These changes have contributed significantly to increased achievement on MCAS. However, in spite of the general improvement in MCAS scores, the district still faces some significant challenges in the area of academic accountability, particularly in relation to specific segments of our school population. A careful analysis of our MCAS scores, as provided through a report of mid-cycle progress from the Department of Education, indicates that some of our students have not made "adequate yearly progress (AYP)." As subgroups of our general school population, these students have been identified as those with special needs and those who are economically disadvantaged. We pledge to target improvement efforts that will provide direct to benefit these groups of students, as we remain committed to the success of every student in our system.

Beyond MCAS improvement and a 97% graduation rate for the Class of 2003, there were many accomplishments in a number of areas. One significant area in terms of administrative responsibilities was the settling of several major contracts that were outstanding with school employee bargaining units, including the teachers' association and the paraprofessional/aides' association. Given current fiscal constraints, we were pleased to be able to draw these lengthy

negotiations to closure, achieve a fair settlement with our employees, and institute some changes that ultimately will improve the quality of education for our students.

In terms of technology, we have made excellent strides. Our electronic resources are of high quality, they are well maintained, and are being utilized effectively in numerous applications both administratively and academically. For example, MCAS scores are being analyzed via specialized software, attendance in all three schools is now done electronically, report cards are handled in the same manner at CMS and PHS, and integration of technology across all areas of the curriculum is growing. Our infrastructure is sound and capable of handling our current needs. However, we will continue to upgrade all components of our system in order to maintain this capability.

Enrollment has remained steady, with our numbers fluctuating between 2100 and 2200 students annually, K-12. This consistency has enabled us to serve these students adequately within our current facilities, but there are some areas at CMS and PHS that are crowded or require sharing of space in order to operate. We will continue to monitor the adequacy of our facilities closely.

In other matters related to facilities, we are very pleased to report closure on the repair/replacement of the pool wall at PHS. This was a major capital expenditure, but its successful completion means that our facility is safer and more structurally sound. Looking ahead, the Strategic Plan Goal Team that is dealing with facilities has recommended an ongoing line item within the school budget to deal with issues of capital expenditures and extraordinary maintenance. Although funded minimally for FY04, our committee endorses this idea as a means of protecting the significant investment our town has made in our school buildings their campuses.

As for communication between the schools and our wider community, the School Committee and the school administration has worked hard to keep the lines of communication open between town departments, the general public, and the schools. Although under funding the recommended amounts for the schools, it was this cooperative spirit that resulted in compromise for the FY04 budget that allowed both the school and town departments to share limited resources. We are pleased to report, also, that our SAFE Schools group continues to be active, with emergency personnel and school staff working cooperatively through a series of tabletop exercises that have served our schools well in terms of emergency planning. The Committee pledges to continue open dialogue in the best interests of all citizens of our school community.

In matters of policy, the Committee continues to work with MASC in revising completely the policy manual for the Palmer Public Schools. To date, four sections of this major project have been completed: Foundations and Basic Commitments; Board Governance and Operations; General School Administration; and Fiscal Management. In addition, the CORI policy was updated in accordance with state statute, and the policy on use of private vehicles to transport students was revised in order to discourage this practice.

The School Committee, administration, faculty, and support staff are all proud of our public school system and of the education provided the young people of our district. We remain committed to ensuring that we will continue to strive for academic excellence within a safe,

healthy, disciplined environment that meets the needs of all of our students as we prepare them to fulfill their role in our society. To that end, the ongoing support of the public schools by this community is recognized and greatly appreciated.

Respectfully submitted,

Palmer School Committee

Maureen R. Gallagher, Chairman
Mary A. Salzmann, Vice Chairman
Cynthia R. Heffernan, Secretary
David. M. Lynch, Member
Christopher L. Geoffrion, Member

OLD MILL POND ELEMENTARY SCHOOL

**“Promises
Should be
Taken seriously
Because
They involve
Something
That will
Somehow
Touch
The Future
Of some life.” Mattie J. T. Stepanek**

As educators we promise over and over to provide children with an education that will prepare them for the future. This is a solemn promise that parents, the community-at-large, and educators must work together to keep and to ensure of its fulfillment. The town of Palmer has in the past risen to the occasion to support the promises to provide for the educational needs of its children, and for that the staff and students at Old Mill Pond are grateful. As we look back on the previous year and toward the future we must continue to be held accountable for “promises that will touch the future of some life.”

During the past year we bid good-by to several long-time employees: Joyce Avis, Susan Lempart, and Pauline Reil. The combined service of these dedicated teachers amounts to over one hundred years of service to the children of Palmer. The coming year will see additional teachers deciding to begin their retirement years. This will bring many changes to the staff at OMP. The greatest change will be in the Administration with the retirement of William Lempart, Assistant Principal at OMP. Bill has devoted himself to the children of Palmer. Words cannot express the gratitude and love that is felt for Bill at OMP, and how much he will be missed.

January of 2003 brought disappointing news from the State House with the cancellation of the BAYSTATE READERS grant. Old Mill Pond received this grant in 2001. The grant provided for in-depth professional development in the area of literacy and assessment. It also provided for some additional staffing. This was all lost along with substantial funding when the grant was cancelled. Through the district Professional Development funds we were able to continue with the work started with the grant and maintain the services of Dr. Ilda King, a private consultant affiliated with Boston University. Dr. King continues to work in each grade level on literacy, phonology, fluency, and assessment issues. Dr. King has also worked with all Special Education teachers K-7 to insure continuity and consistency in the delivery of curricula materials for all children. This work will continue through next school year.

The staff has worked on completing both the science and social studies curricula to coordinate with the State Frameworks. New science texts and hands-on science experiment kits (STC) have been purchased for all grade levels. New social studies texts will shortly be purchased. This purchase will complete the cycle of providing all students with current texts and materials that are aligned with the State Frameworks. The staff is to be complimented on their hard work in completing this task. We also continue to administer MCAS-type long composition activities to prepare students for the actual test administered in April. Staff has been trained to correct the compositions based on state standards and rubrics.

In November the school district sponsored a professional development day for teachers to study an item analysis of our MCAS scores. This provided an excellent opportunity for staff from all the schools to meet and discuss MCAS questions and the students' responses at the various levels. Staff also came up with strategies to address areas of weakness based on the meetings. These strategies are being discussed in on-going Curriculum and grade-level meetings.

The School Council of Old Mill Pond School is comprised of the following members: Joanne McDiarmid, Michael Harris, David Piechota, James Lynch, Robert Canterbury, Lorraine DiNuovo, Laurie Tambacas and William Lempart (ex-officio). The Council meets the first Wednesday of each month at 7:20 a.m. in the Conference Room at Old Mill Pond School. For the school year 2003-2004 the OMP Council adopted the following plan:

1. To prepare the foundations for implementing a full day kindergarten program at Old Mill Pond School.
2. To complete the development of the new report card system for Old Mill Pond School.
3. To continue to promote a healthy lifestyle and parental involvement in the educational process.
4. To begin a cyclical program of maintaining and refurbishing the physical appearance of OMP.
5. To formulate recommendations for consistent homework expectations for grades K-4.
6. To continue to implement the inclusion of special needs as well as Title I students into the regular classroom whenever possible.

I am happy to report to you that all but one of the proposals is either partially or fully completed. We continue to work towards the implementation of a full day Kindergarten program. This is a

“promise” to our children, and one for which we ask your support. In addition, the Council recently started to prepare the School Improvement Plan for the 2004/2005 school year.

Old Mill Pond School does not exist in a vacuum but is an integral part of the town of Palmer. We are the foundation upon which the education of the children begins. The continued support of the townspeople is vital to the work being done by the staff at Old Mill Pond School. From the School Committee, Superintendent, PTO, Police Department, Fire Department, senior citizens, cafeteria staff, custodial department, the staff and students at Pathfinder, Palmer Public Library, and the many businesses that have supported our programs, a heartfelt thanks for your support and cooperation. As stated in the beginning of this report, “the Promises Touch the Future.” The “Promises” to our children of an education that prepares them for the future are promises to which we, the staff at Old Mill Pond, pledge. The challenge is before us all to honor those “promises.” We must work together as a community to fulfill these promises and to provide for all children the foundations to enable them to become contributing citizens in our society.

CONVERSE MIDDLE SCHOOL

The 2002-2003 school year saw a continued focus on the alignment of the curriculum with the State Frameworks. After reviewing materials from several publishing companies, a committee of science teachers selected a new science series for grades 5 through 7. The materials were purchased for the 2003-2004 school year. Now, there are many opportunities for the students to participate in “hands-on” activities with the new STC (Science & Technology for Children) kits. In social studies, the new State Framework has been finalized. A committee of social studies teachers has been working on curriculum alignment in this area and reviewing new texts/resources for this subject. In English/language arts and math, curriculum revision, along with ongoing analysis of the Massachusetts Comprehensive Assessment System (MCAS), continues. The major focus will be on math in order to further improve our MCAS scores.

Cougars’ Den, the Converse Middle School 21st Century Community Learning Center site under the direction of Hampshire Educational Collaborative (HEC), is in its third and final year of federal grant monies. \$165,000 has been received each year to support the program. HEC, Cougars’ Den Advisory Boards, and the community at large, are presently involved with fund raising and searching for alternative funding. HEC is applying for partial continuance of funding through Massachusetts 21st CCLC grants. This successful program offers productive, supervised after school activities Monday through Thursday. During the 2002-2003 school year, Cougars’ Den serviced 410 of our 550 student population.

Although a grant from the Massachusetts Board of Library Commissioners under the Library Services and Technology Act has expired, a committee within the school continues to work with WNEC and the Palmer Public Library to ensure the future of the site called the Homework Zone.

This patent program allows school staff to post notices and assignments and it interact directly with students using the Internet. It can be accessed by students, parents, and librarians. This project has been well received by staff, students, and parents at Converse and has proved to be a valuable resource in facilitating the home/school/community connection in order to enhance student learning. The Homework Zone can be accessed at <http://pals.wnec.edu>.

The library program at Converse continues to grow, with more students taking out books, more classes using the library, and more teachers collaborating with the librarian on research across the curriculum, as well as on language arts projects. Our collection of materials is growing in response to both curricular projects and the Massachusetts Frameworks. The video and reference sections, in particular, have been substantially enhanced, and we are managing to keep up with new fiction while augmenting our books-on-tape collection.

The PTO plays a vital role in the educational, social, and cultural life of the students at the school. The yearly fundraiser helps to defray the cost of field trips and cultural activities. The PTO sponsors the "Step-Up" ceremony for the seventh graders in June. Each seventh grader is presented with a personalized dictionary. The PTO is also actively involved in the Winter Social and yearbook. Each May, the PTO treats the staff at Converse to a delicious "Staff Appreciation Luncheon." The staff and students sincerely appreciate the efforts of the PTO members and wish to thank them for their countless hours of volunteer work!

Principal Robert Janasiewicz retired on June 30, 2003 after 40 years of service in the Palmer Public Schools. Mr. Janasiewicz was a well-respected and top-notch administrator. He was principal of Converse Middle School since the time it opened as a middle school in 1991. His leadership and expertise in education were contributing factors to the successes of Converse Middle School. We wish to thank Bob for his dedicated service to the community, the students, and the staff at Converse. We wish him a long, healthy, and happy retirement.

Also retiring from Converse Middle School, after many years of service to the Palmer Public Schools, was Mr. Charles Abbott.

With Mr. Janasiewicz's retirement, a new administrative team for Converse Middle School is in place. Mrs. Bonny Rathbone was promoted to the role of principal and Mr. David Stetkiewicz was appointed as the assistant principal.

PALMER HIGH SCHOOL

The students and staff of Palmer High School had an enjoyable and successful year in 2003.

The class of 2002 graduated 110 students in June, with all students' meeting both local requirements and the state requirement of passing MCAS. Seventy-three percent of these graduates will be attending thirty-four various post-secondary educational institutions. Four percent will enter the military, and the remaining sixteen percent will enter the world of work.

Five new full-time teachers were hired, replacing those who had left; three of the new teachers replaced retirees: David Bussell, Henry Hill and Russell Webb.

A committee completed the writing of nine rubrics used to measure student achievement of the school's academic expectations. This is a portion of Palmer High School's effort to complete the recommendations made by the New England Association of Schools and Colleges, the institution which accredits high schools in New England. In March of 2001, Palmer High School was officially placed on "Warning" by the NEAS&C for not meeting the 1999 recommendations. The primary cause of the notice was the school's failure to begin work on the assessment component of the NEAS&C Standards, and for not increasing the level of funding. The school administration and faculty has worked diligently on the assessment requirement, and the rubrics complete this item. During 2004, each department will pilot one of the five different communication rubrics along with one rubric measuring a second expectation. Student scores on the rubrics will be reported on the end-of-the year report card in late June.

The girls' basketball, baseball, and boys' and girls' soccer teams all experienced excellent seasons and qualified for their respective tournaments.

A committee of teachers and students drafted a completely revised "discipline code" for Palmer High School and re-designed the student handbook into a totally new format. The discipline code was reviewed and approved by the Academic Council (department chairs), School Council and the School Committee.

Curriculum work has focused on the social studies area at all grade levels in the district to ensure that our curriculum is aligned with the state's frameworks. Palmer High School has also established an MCAS math course, in addition to the after school MCAS assistance program to help prepare students for the state testing. All Juniors and seniors that have not passed the MCAS test are placed in the MCAS course during the school day, and are encouraged to participate in the after-school program. Currently, the after-school program has twenty participants; this includes junior and sophomores preparing for the March re-test and Mat MCAS, respectively. Nine of the eleven seniors were successful upon taking the November MCAS Re-test. Over the past two years, the number of students failing the initial MCAS test has been reduced by 50% and over 97% of seniors are passing the MCAS prior to graduation.

The PHS Student Council is seeking to expand its duties to take a more active role in the school. To promote school spirit, the senior student council members painted "panther paws" from the senior parking lot to the school's front doors. The student council, with the financial support of the PHS school store has purchased a new panther costume for the school mascot. Similar to the marching band's senior and junior drum majors, the school will now feature senior and junior mascots.

SPECIAL EDUCATION

For the Department of Special Services, the 2003 school year was one of continued program growth and development. As of June 2003, we showed a decrease in the number of children

receiving special education services, with an enrollment of 391 students as opposed to 466 in 2002. The school system continues its efforts within each school to meet children's needs within the regular classroom.

State and federal grants written and supervised by the department continue to assist in defraying some of the costs of special education. The \$360,964 federal 94-142 Special Education Grant continues to fully fund the cost of one of our Early Childhood Programs as well as one speech and language pathologist and a number of paraprofessional/ instructional assistant positions. The \$25,995 MA 94-262 Early Childhood Grant provides speech assistance and screening services to children enrolled in private preschool programs and other early childhood age groups. The \$259,504 federal Title I Grant continues to provide remedial math services to eligible youngsters in grades 3-7, as well as reading and study skills at the Middle School. The entire grant is committed to staff salaries and instructional materials, including technology. This program provides services to approximately 225 youngsters in the elementary and middle schools.

The Drug Free Schools Grant continues to provide drug prevention information to staff, parents and students. It assists in the funding of the smoking cessation program at the High School and a bullying awareness program at Old Mill Pond School.

Thanks to the efforts of the Superintendent, the School Committee, the Town Office and the community, we were able to continue a revolving Medicaid Account for medical types of services. This account allows us to channel monies generated by current children enrolled in programs who receive Mass Health Insurance into the contracted service account, thus freeing up funds for general education.

This year we have continued our integration of our Early Childhood Program. Both early childhood programs at Old Mill Pond School have national accreditation from the National Association for the Education of Young Children (NAEYC). A nominal fee is charged for the non-special needs children in the program. An evaluation of this program has shown tremendous support from the parents as well as many benefits to the children.

The mainstreaming of special education students continues to be an area of emphasis. This year we have been able to mainstream a number of children through the use of one-to-one paraprofessionals, and have received tremendous cooperation and assistance from school administrators and staff.

This past year we have continued our Parent Advisory Council for Special Education. This group of parents and professionals meets three to four times per year and addresses current topic of interest to parents. For more information on these meetings call Neil Metcalf, Director of Special Education at (413) 283-2651.

This year the Department of Special Services, in conjunction with the Palmer High School, has continued the alternative education program for Palmer High School students. This program increases options for high school students who are at risk of dropping out and help direct them to a more goal-orientated program. It also continues to provide an option for the district to return some students currently placed in out-of-district programs.

The Department of Special Services has been consistent in advocating for the education of all children in the least restrictive environment and to the maximum degree possible.

FACILITIES

The Facilities Department oversees the work performance of maintenance and custodial members in the school buildings, school bus transportation services, facility rentals, central purchasing, grounds upkeep and facility maintenance and improvements.

The buildings and grounds are in use virtually seven days a week and well into the late evening my many civic and private groups in addition the school programs.

At the high school, the interior/exterior pool natatorium wall project was completed. A new pool robot for cleaning was also purchased. Heating circulator pumps and motors were rebuilt in the schools as well as vetallic fitting replacement. Refurbishment work included the replacement of bathroom partitions and the hardware for doors. Two electric lifts were purchased in order to access elevated heating and lighting units as well as the mechanized systems in the gymnasiums, cafeterias, auditoriums and natatorium. Entryway mats were replaced in all of the schools, and new window shades were purchased for Converse Middle School. Working with the Cemetery Commission, the old cemetery fence abutting the Old Mill Pond school property has been replaced.

In terms of the grounds, thanks are extended to the highway department for re-striping the lines in the parking lots and on the roads. As always, we cannot express enough how truly grateful we are to the Parks Department for keeping our grounds in pristine condition year round, as well as to the other town departments who continually provide outstanding support, services, and expertise. All are very much appreciated!

PALMER REDEVELOPMENT AUTHORITY

The Palmer Redevelopment Authority (PRA) moved forward on two major projects during 2003.

Preferred developer status for the Holbrook Site in downtown Palmer (Depot Village) was granted to South Middlesex Non-Profit Housing Corporation (SMOC) based on its proposal for a estimated \$4.5 million retail and housing complex.

It is hoped that construction can begin sometime this year and be completed in early 2005. SMOC proposed the mix of retail spaces and housing for residents 55 years of age or older as the best possible use of the location that has been vacant since a fire destroyed the Holbrook Building eight years ago.

Although SMOC is a non-profit organization, the retail portion of the building will be taxable. Final details are being worked out. SMOC also owns the former Kings Inn on the adjacent site and has poured several million dollars into renovating it, adding to the revitalization of the downtown area.

Plans to acquire and operate the Palmer Municipal Airport under town management are continuing and the PRA anticipates a favorable solution sometime this year.

Again, we ask for the continued support and input from town officials and residents.

Respectfully submitted,

Frank Real, Chairman
Blake Lamothe, Vice Chairman
Thomas Haley, Treasurer
Margaret Higgins, Clerk
Michael Pajak, State Appointed

PARK DEPARTMENT

The Park Department along with most other departments in the town was faced with a reduction in the operating budget. A sixteen thousand dollar reduction in the budget caused many needed improvements and repairs to be put on hold this past year and most likely next year as well.

Although many of parks and play areas are in good condition at present a decline in funds and services will eventually have an impact.

The winter season started early in November of 2002 with a heavy snowfall one day before Thanksgiving and continued until late March.

Crews and equipment were busy clearing the schools and other town property as a near record snowfall hit the area. Crews plowed sanded and removed more the 100 inches of snow and ice during the winter season.

The 2004 budget was submitted in January and the parks budget as well as most other departments was again reduced from its original request. The cuts resulted in a sixteen thousand dollar cut from the budget creating a nearly 30% total reduction in the operating budget in the past two budget cycles.

As always the fields and play areas were used to the fullest. The towns sports programs as well as the schools continue to attract many and the fields are in constant demand.

We would like to remind those who wish to use any park field or facility that they must fill out and apply for field use permit. Permits are available at the park office at Legion Field or by calling 283-2667 and one will mail one to you to fill out and return.

Legion field was host to several outside events such as the Massachusetts interscholastic athletic assoc. soccer and baseball playoffs as well as the University of Mass soccer team, which played against Holy Cross and Northeastern University. These events bring in not only people to the town but also money to the legion field lighting and maintenace account.

The Burleigh Park summer program this year was reduced to a four week schedule also due to budget cuts. With an increase in fees it looked as though the program would not be able to operate due to a drop in enrollment but by the time camp was due to open a sufficient number had signed up and the program was held.

There are a number of projects which need to be addressed in the park system in the near future. The tax payers of the town have invested considerable funds into the fields playgrounds and other areas and funding for maintenance re-construction and improvements hopefully will in future be restored so that these facilities will continue to be an important part of the infrastructure of the community.

On behalf of the park department staff and commission we would like to thank all other departments and committees, boards and individuals and who have assisted the department in the past year.

Richard Kaczmarczyk,
Superintendent

PATHFINDER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT

ANNUAL REPORT 2003

The Pathfinder Regional Vocational Technical High School District Committee presents this report to the citizens of the District. The Committee continued to consist of nine members – two each from Belchertown and Palmer – and one from each of the communities of Granby, Hardwick, Monson, New Braintree, and Ware. Mr. Cavanaugh of Palmer will continue as Chairman, and David Droz, also of Palmer, will serve as Vice-Chairman.

Pathfinder's School Council—consisting of three parents, two teachers, two students, a community member, and a college representative and co-chaired by Pathfinder's Assistant Superintendent—has continued to provide guidance and direction to the administration in its efforts to improve the educational experience of students attending Pathfinder.

CURRICULUM

Superintendent Gerald Paist and Assistant Superintendent David Andersen identified a number of curriculum initiatives undertaken during the year:

- Staff continued to address recommendations for areas of improvement identified by the New England Association of Schools & Colleges. Progress in these areas—most of which have been completed -- will be reported to the Association in March 2004 in anticipation of continued accreditation.
- The nationally acclaimed *High Schools That Work* initiative has been successfully launched. A number of changes and improvements—each designed to increase learning and/or enhance information delivery—have been implemented. These efforts

in *HTSW* complement and expand our existing commitment to helping all students meet and exceed MCAS requirements.

- (a) By manipulating the daily schedule without affecting time-on-learning, 30 minutes of common planning time has been added to the end of each day to provide the opportunity for teachers to collaborate on integrating projects between academic and vocational subjects.
 - (b) Unless previous taken, all students now study Algebra I as freshmen, geometry as a sophomore, and Algebra II as a junior.
 - (c) As part of creating a more rigorous curriculum, a class in statistics has been added as an elective, and all students are encouraged to take a fourth year of mathematics.
 - (d) A diagnostic and remedial basic math program is now in place during the freshman year. Each Related Instructor—in conjunction with our Mathematics Specialist—evaluates his or her students and then provides remedial activities in areas of identified weakness.
- Pathfinder applied for and received a \$200,000 technology grant over a two-year period to hire a Mathematics Specialist, purchase laptop computers, train teachers in the latest instructional technology, and provide resources for student remediation in mathematics.
 - Updated Reading/Language Arts software has been installed and is being utilized with our mobile laptop computer labs. These new materials augment our teachers' instruction as well as provide an additional resource for MCAS remediation.

Municipal and community service projects continued to be important components of the Pathfinder curriculum for upper class students. A sample of such efforts during the past year includes the following:

- Automotive students participated in a car wash fundraiser for a family that lost their home in a fire.
- Auto Body students restored the D.A.R.E Car for the Palmer Police Department.
- Carpentry students completed a garage for the Ware Parks Department, constructed a ticket booth for St. Joe's Field in Thorndike, coordinated with the Monson School Department on a Bat House Project, and constructed a storage building at Granby High School.
- Cosmetology students participated in the Monson Teen Fair.
- Culinary Arts students provided services to the Belchertown Citizens' Police Academy, Belchertown Teen Center, March of Dimes, St Mary's School PTO Scholarship Fund, Palmer Habitat for Humanity, Palmer Police Department, Old Mill Pond School, Monson Music Boosters, and held a bake sale for Warren fire victims.
- Electrical students completed wiring for the electrical, telephone, security, and fire systems for the Ware Parks Department garage. The students continued to provide services to the town of Palmer for the ongoing park project in Three Rivers,
- Electronics students performed repairs on various audio systems for the Monson Library, Quarry Hill School Library, and the Quaboag Nursing Home.

- Health Technology students participated in the disaster drill for the Wing Memorial Hospital and Palmer Ambulance and assisted in the annual Pathfinder Blood Drive.
- Horticulture students constructed a water pond and retaining wall for the Pine Valley Plantation community in Belchertown and completed a landscape project for the Monson Library.
- Information Technology students created a database of volunteers and contributors for the Monson Free Library.
- Office Business students prepared and collated various materials for the Quaboag Valley Chamber of Commerce, Quaboag Valley Business Assistance Corporation, and the Palmer Lions. They also prepared an edition of town by-laws for the town of New Braintree.
- The annual House Building Project is taking place in Ware and involves carpentry and HVAC students.

The Cooperative Education Program placed more than 35 students representing 12 career areas with local employers. Pathfinder Co-op students must first demonstrate sound basic career skills, a positive work ethic, and an ability to get along with peers and adults. This program—only for qualified students—is unique to vocational schools. The off-campus, alternate week, work schedule with highly skilled professionals provides students with an opportunity to experience a broad range of enhanced technical, creative, and personal services learning situations. Reports from employers indicate Pathfinder students are willing to work hard, eagerly learn detail and new skills, and understand the importance of customer satisfaction.

STUDENT BODY

Pathfinder's October 1st enrollment totaled 655 students, including the following numbers from member towns: Belchertown 79; Granby 27; Hardwick 32; Monson 93; New Braintree 8; Palmer 156; and Ware 109. The remaining 151 students were residents of out-of-district communities.

During this past year, the Guidance Office—which also serves as the Admissions Office—received 358 applications for admission in September. Pathfinder once again offered a wide variety of opportunities for area parents and their children to learn about and visit the school. There were two Open House Programs—one in the fall and another in the spring. The Summer Youth Enrichment Program and the Afternoon Exploratory Program for 7th and 8th grade students continued to attract large numbers of enthusiastic participants.

Director of Guidance Mark Condon reported that, of the applications received for the 2003-04 school year, 283 were for the 175 available 9th grade openings. Once again, transfer opportunities into the 10th and 11th grades were limited, and there was a waiting list for space in grades 9, 10, and 11.

The Pathfinder Chapter of the National Vocational-Technical Honor Society inducted a deserving group of new and existing members in an impressive ceremony in March. The Chapter

continued the practice of inviting Renaissance Award-winners who demonstrated potential for eventual selection into the Society as guests.

Pathfinder's selection to represent the school at the Seventeenth Annual "Outstanding Vocational-Technical Student" awards dinner sponsored by the Massachusetts Vocational Association and the Massachusetts Association of Vocational Administrators was Monson resident Alyssa Camerota, a student in the Carpentry Program. Alyssa earned a cumulative grade point average of 3.768, was a member of the National Vocational Technical Honor Society for two years, participated in varsity soccer and softball, and graduated third in her class. She was selected for the All Western Mass soccer team in her senior year and was also chosen as a member of *The Republican* All Scholastic Team.

Another senior to receive state-wide recognition was Christopher Korzeniowski of Granby. Chris was the recipient of the Massachusetts Vocational Association Secondary Award honoring outstanding vocational-technical students throughout the Commonwealth. Chris's cumulative grade point average of 3.894 earned him the distinction of valedictorian of the Class of 2003 as well as National Vocational Technical Honor Society status. Chris is currently enrolled in the computer engineering program at Worcester Polytechnic Institute.

Senior Valerie Kowalik from Monson was Pathfinder's nominee for The Walter J. Markham award, established to honor an outstanding graduate of an approved vocational-technical program. Valerie ranked second in her class with a 3.789 cumulative grade point average, and she was also a two-year member of the National Vocational Technical Honor Society. Valerie was Vice-President of the American Culinary Foundation Junior Chapter and also played varsity basketball.

In June 2003, the graduating class of 138 students received diplomas and technical certificates at commencement exercises. Approximately 72% of the graduates were working or had plans to continue their education at the post-secondary level, while another 8% had made commitments to serve in the military. Articulation agreements with local colleges continued to have a positive effect on Pathfinder seniors, encouraging them to continue their education with advanced credit. Interest in four-year colleges also continued to be a popular option for graduating seniors.

The Scholarship Committee awarded approximately \$21,850 in scholarships to members of the Class of 2003. Once again, state and local organizations—as well as individuals—continued to recognize the ability and potential of Pathfinder graduates in the form of generous donations. The school committee, administration, and the graduates themselves are grateful for this support, and they are especially proud of the number of awards that have been made to honor the memory of former Pathfinder students and friends.

STUDENT AFFAIRS AND ATHLETICS

. The goal of the Student Council is to promote positive relations among peers and boost student morale. To this end, many special presentations and community outreach programs highlighted a successful year:

- The Student Council held a blood drive in cooperation with the Red Cross in January; 100 pints were donated by students and staff.
- In February, a “Candy-gram” fundraiser was held to benefit the American Heart Association.
- Student Council members showcased Pathfinder by conducting tours during the March Open House.
- Student Council Members arranged for second graders from Old Mill Pond School to present a “Say ‘No’ to Drugs” program to the membership.
- The annual “Coats for Kids” drive was conducted during September and October in cooperation with Channel 40 News. Eight large bags of coats were collected for distribution to needy families.
- The annual Thanksgiving food drive was a huge success as students collected enough items for 40 full dinners that were distributed through Valley Human Services in Ware.
- As a result of a successful fundraiser dance, a donation was made to Toys for Tots.

Director of Athletics Donald Irzyk reported significant accomplishments of Pathfinder’s athletic teams during 2003. More than 200 students participated in the athletic programs, with large numbers of freshmen signing up for football, cheerleading, and girls’ soccer.

- The boys’ varsity soccer team and the varsity football team experienced their best records in school history. Each team had their respective league championship decided in the final game of the season.
- Four varsity teams qualified for Western Mass. Tournament play: baseball, softball, girls’ basketball, and boys’ soccer.
- The baseball, softball, and boys’ soccer teams qualified for the State Vocational School Tournament, with the baseball team emerging as State Vocational School Co-champions.
- Monica Turgeon and Sarah Hawley were named to *The Republican* All Western Mass First Team in softball.
- Alyssa Vance and Dustin Summers were named Outstanding Senior Athletes.

SPECIAL SERVICES

During 2003, the Special Education Department continued to provide high quality services for all eligible special education students. As previously noted, long-time Director James Martin retired in June and was succeeded by JoAnn Fitzpatrick. At the same time, the school committee approved a reorganization of the Department in an effort to serve students more effectively in a time of limited resources.

The special education staff continued to provide academic and vocational instruction to students in grades 9-12 and to students attending the Modified Vocational Instruction Program (MVIP). The Department continued to implement the necessary changes to comply with new state regulations that align Massachusetts’ practices more closely with federal special education law.

Staff members conducted Team evaluations, annual reviews, and diagnostic reviews for 55 students in the MVIP Program and 130 students in grades 9-12. Approximately 25 additional re-evaluations were completed.

The Department currently includes 17 professional teachers, 7 teacher aides, a part-time mobility instructor, and a part-time vision specialist for a visually impaired student. Licensed specialists include a Speech Therapist, School Psychologist, and Occupational Therapist.

Pathfinder continued to provide resource room instruction for all major courses offered in grades 10-12. Beginning with grade 9, math and English are offered in the resource room, but the content areas of history and science remain in the mainstream, consistent with an inclusion model approach. The required history and science courses are aligned with the Curriculum Frameworks. Math courses in the resource room continued to feature an integrated approach to algebra and geometry in preparation for MCAS. Resource English included a variety of novels, short stories, and vocabulary exercises, with a special emphasis placed on open-ended questions—all in preparation for MCAS. Math, reading, and language arts instruction continued to be supplemented by Title I instruction.

The MVIP Program continued to operate near full capacity with 55 students. In an effort to more closely align offerings with Chapter 74 approved programs, Domestic and Personal Services was replaced by Health Occupations. Components of the program included:

- **Office Business:** Students work on printing, duplicating, and collating brochures and mailings for member communities and non-profit groups.
- **Building Services:** Students learn care of interior surfaces and coverings, building exteriors and grounds, and the use of some hand and power tools necessary in this line of work.
- **Horticulture:** Students learn maintenance of greenhouse and vegetable gardens, landscape maintenance, and floral design.
- **Auto Reconditioning:** Students learn the basics of cleaning and polishing cars along with professional workmanship, and they provide this service to the public.
- **Food Services:** Students learn the fundamentals of food preparation and service and assist in the preparation and production of the daily school lunch.
- **Health Occupations:** Students learn to maintain the patients' environment, to communicate with as well as assist them with various types of care. The students will be trained in light housekeeping and shopping duties.

The vocational-technical personnel in the MVIP Program prepare the students for a *support* role in the aligned program area. At graduation exercises in June, 10 MVIP students received their certificates.

GRANTS AND CONTRACTS

Utilizing the Department of Education's Unified Request for Proposals, Pathfinder

submitted and received grants for the following programs and/or purposes:

Fund Code	<u>Program Name</u>	Allocation
140	Improving Educator Quality This money was used for additional staffing to improve student teacher ratios.	\$28,052
160	Enhanced Education Through Technology These funds were used to purchase a site license for Geometer's Sketch Pad – a high tech software package for our Math Department. The rest of the money is being applied to help purchase software for our English Mobile Lap Top Lab.	\$3,582
142/274	SPED 94-172 Program Improvement These monies were used to fund a drop-out prevention program. They were also used to purchase a frame machine for Auto Body, a cash register system for Culinary Arts, and a shop bus for Carpentry. Additionally, an aide and a half time monitor were paid through these funds.	\$197,741
170-b	Technology Enhancing Education The first year of this two year competitive grant went to bolstering our <i>High Schools That Work</i> initiative that all ninth graders take Algebra and all tenth graders take geometry purchasing a mobile laptop lab, software, and training. Additionally a full time Math Mentor was hired to help the related teachers who are now charged with addressing instructional gaps for our students.	\$ 100,000
242	MCAS Alternative Assessment This money is purchasing a digital scanner and providing for one teacher to be trained on the State's updated Electronic Alternative Assessment.	\$300
302	Title V Innovative Program This money went to update our libraries EBSCO databases.	\$3,766
305	Title I Title I funds were used to hire a full time Language Specialist, a three fourths time Math Specialist and a full time	\$104,534

aide to work with our most disadvantaged students.

316	School Achievement Award	\$10,452
	This one time award for dramatic improvement in our MCAS scores was used to purchase A+ software and training for our Reading and Math Departments.	
400	Perkins Act Allocation Funds	\$83,043
	These funds were used to purchase a Wheel Alignment Machine with sensors, more than \$12,000 worth of supplies for all our shops and lease a mobile lap-top lab for our Reading Department.	
413-a	Perkins State Leadership	\$20,000
	This second Installment of funding was used to support our <i>High Schools That Work</i> Program.	
632/625	Academic Support	\$62,500
	Academic Support monies went to hire an English teacher to work with at risk students in their shops, a Saturday Morning School program for our 10 th graders preparing for their MCAS, and a summer program for ninth graders who had not yet passed their 8 th grade MCAS.	
7948	WIA – Title I Youth Program	\$75,668
	These funds were used to fund a year round coordinator, an intensive 5 week work/educational summer program for 32 at risk participants, and provide year round jobs for the 4 best participants. Additionally, it provided incentives for all participants to do well in school during the school year.	
	TOTAL	\$689,638

SPECIAL PROGRAMS

The school committee wishes to give recognition to the following special programs and activities that took place during the year.

Pathfinder conducted its Career/Sports Camp again during the summer months under a name change: Youth Enrichment Program. A total of 133 area students between the ages of 9 and 13 attended one of four one-week sessions, each of which lasted for 5 days. The program offered 10 specialty areas: Auto Body, Automotive Technology, Carpentry, Computers, Culinary Arts, Digital Movie Making, Electronics, Environmental Explorers, and Floriculture Fun. The daily schedule consisted of specialty areas in the morning, sports and/or games after lunch, and

an hour of free swim in the Palmer High School pool.

The Spring and Fall Afternoon Youth Enrichment Program served 116 students. The program operated one day per week for two hours. Each student spent eight weeks in his or her chosen specialty. The programs offered were: Auto Body, Automotive Technology, Carpentry, Computers, Cosmetology, Culinary Arts, Electronics, and Readers' Theatre.

Parent and student satisfaction with the Youth Enrichment Program has been extraordinary. It serves as an excellent introduction to the school and its environment.

Pathfinder once again received a grant from the Regional Employment Board under the Workforce Investment Act. A total of 32 in-school and 21 out-of-school youth took advantage of this program of part-time employment, including job counseling, academic support, and intensive follow-up by grant-supported staff.

Under the direction of Kenneth Heim, Pathfinder's summer school program was re-designed to more realistically reflect the requirements of summer schools in neighboring communities. Class time was lengthened to a total of 32 hours. Each of two sessions was two hours long and ran Monday through Thursday during the month of July. Ten academic classes were offered for students in grades 9-12. In addition, a Related and shop hour workshop was offered for vocational students. One hundred nineteen students from nine school districts attended.

Also under the direction of Kenneth Heim, Pathfinder completed a re-evaluation of the Adult Evening Education Program. As a result of the concern over declining enrollments, a collaborative agreement was developed among Pathfinder, the Quaboag Valley Chamber of Commerce, and the Community Development Corporation. Under this partnership, the respective parties will work toward coordinating marketing materials and course registration, eliminating duplicate courses, and creating a series of courses involving each partner. Pathfinder's focus will be on offering courses in specialized computer applications and technical career areas. The leisure time/craft offerings will continue.

At this time, it is impossible to predict the ultimate success of these initiatives. However, Pathfinder anticipates that the plan will benefit the community at large as well as the school.

FACULTY AND STAFF

Currently the staff includes 39 vocational and related teachers, 15 professionals in special education, 23 academic teachers, 2 guidance counselors, 4 positions supported by federal grants, one individual on special assignment, 7 teacher aides, 8 administrative personnel and one technology coordinator. New to the school this year were a Spanish Teacher, a Technology Coordinator, and an English Teacher who replaced an individual who was transferred to another department.

Faced with severe budget limitations, the school committee approved a reorganization of the Special Education Department that resulted in the reduction of one teaching position, one

teacher aide, and the reassignment of some teaching duties to two other positions. Following the retirement of long-time Director James Martin, JoAnn Fitzpatrick was named to that position. In further response to the fiscal limitations, the school committee opted not to replace an individual on leave.

The Pathfinder community was shocked and saddened by the untimely death of former Assistant Superintendent David LaPierre. Mr. LaPierre had been with Pathfinder since its beginning, serving as Automotive Instructor, Special Needs Instructor, Vocational Coordinator and finally Assistant Superintendent. At the time of his death, he was the Superintendent-Director of the Montachusett Regional Technical School in Fitchburg. Recognizing his profound influence in the community as well as in the state, the family chose to hold the funeral and memorial service at Pathfinder. The moving ceremony was attended by hundreds of friends and colleagues.

Superintendent Gerald L. Paist continued to serve on the Board of Directors of the Massachusetts Association of Vocational Administrators and on the Board of Directors of the Quaboag Valley Chamber of Commerce. He continued to serve as Chairman of the Professional and Legal Services Committee for the Mass. Association of School Superintendents. An active member of the Assn. for Career & Technical Education, he continued to serve as a Region I Director for that organization's National Council of Local Administrators.

Committee Chairman Michael Cavanaugh continued to serve as Chairman of the Vocational-Technical Division of the Massachusetts Association of School Committees, and by virtue of that position served on the Association's Board of Directors.

BUDGET AND FINANCE

Following an intense round of negotiations with member communities, the School Committee adopted an FY04 gross budget of \$9,250,205, representing a 3% increase over the previous year. Of this amount, \$8,364,477 was for net school spending purposes. The District expected to receive \$2,357,609 in Chapter 70 funds, \$171,985 in regional school transportation reimbursement, \$343,326 in school building assistance. Following a further reduction of \$92,045 in assessments, and application of school choice revenues and non-resident tuition income, the remaining \$4,087,064 was certified to be raised through assessments to the member communities.

The final FY04 state budget produced three unwelcome results for Pathfinder: (1) a huge reduction in regional school transportation aid; (2) a decrease in Chapter 70 aid, and (3) a slight decrease in school building assistance reimbursement.

Considering its level-funded budget proposal for FY03, the school committee vigorously defended its 3% increase in FY04. It was grateful for support in five of the seven member communities. Town meeting voters in Monson and Ware chose to approve a lower assessment but made up the difference at special town meetings in the fall.

PATHFINDER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT ASSESSMENTS 2003-2004

TOWN	MINIMUM CONTRI- BUTION	SHARE MVIP Program	ADDITION- AL COTRIBU- TION	SHARE OF CAP (1 YR)	TRANS- POR- TATION	CAP. ASSES- MENT	Commit- tee Vote to Reduce Assess- ment	TOTAL
BELCHER- TOWN	751999	17,324	120,347	34,365	28,603	14,736	18,731	948,643
GRANBY	385,102	25,986	49,931	14,258	11,867	6,320	7,769	485,696
HARDWICK	78,874	8,662	29,447	8,408	6,999	2,758	4,584	130,564
MONSON	521,183	77,959	111,385	31,806	26,473	8,958	17,332	760,432
N. BRAIN- TREE	41,678	0	10,242	2,925	2,434	1,062	1,592	56,749
PALMER	595,682	69,297	147,233	42,042	34,993	12,115	22,910	878,452
WARE	562,813	86,622	122,907	35,096	29,211	9,007	19,127	826,529
TOTAL	2,937,331	285,850	591,492	168,900	140,580	54,956	92,045	4,087,064

CONCLUDING STATEMENT

The School Committee is justly proud of the staff and students and of the contributions they have made to the economic health of our District. The committee recognizes that, in this era of accountability and high expectations, many changes need to be made. The increased emphasis on academic skills needs to be maintained without diminishing the quality of students' technical studies.

The conclusion of the 2003 year brought continued signs that, despite some signs of economic recovery, budgets for the current year and in the near future will be significantly impacted by the state's fiscal crisis. Yet there appeared to be no enthusiasm to relax state mandates or to increase taxes. The Committee therefore looks forward to next year with the caution to which it has become accustomed. It is, however, committed to providing the best educational opportunities for workforce development within the District.

Respectfully submitted,
Michael J. Cavanaugh, Palmer, Chairman
Judith C. Dudek, Belchertown
Michael O'Connor, Belchertown
Elizabeth Desrochers, Granby
Robert J. Dupuis, Hardwick
Barbara L. Beaulieu, Monson

Geraldine A. Reavey, New Braintree
David Droz, Palmer
M. Barbara Ray, Ware
Nicole Devine, Student Representative

Gerald L. Paist, Superintendent- Director

PLANNING BOARD

The Palmer Planning Board, consisting of five elected members, met regularly during the year 2003. It has always been the Board's policy to meet as often as necessary to conduct business deemed appropriate under General Laws and the Charter of the Town of Palmer.

The Planning Department is comprised of the following elected members and staff:

Chairman	Michael S. Marciniac
Vice Chairman	James Haley Jr.
Clerk	Joseph Slowick Jr.
Member	Thomas Skowyr
Member	Norman Czech
Town Planner	Jean Bubon
Planning Board Secretary	Theresa Woods

During the year 2003, the Planning Board held 24 regular meetings and 1 on-site meeting as well as numerous special meetings, site inspections and review inspections. In addition to our own meetings, we have also had meetings with other Boards and Committees and have attended seminars and workshops to help better prepare our members for the positions for which they have been elected. During these various meetings, the Board held hearings or acted on 11 Special Permits, 10 Site Plan Approvals, 17 plans meeting zoning requirements and deemed exempt from subdivision regulations, 1 preliminary subdivision plan, and 2 Special Permits for Earth Removal.

The Board held Public Hearings on amendment of the zoning by-laws. These changes included amendments to our by-laws in the areas of Special Permits, Home Occupation, Self-storage units, off street parking and site plan approval.

During 2003, the Planning Board, with the assistance of the Pioneer Valley Planning Commission held three of the four public forums for the EO418 Community Plan. Each forum was well attended by interested citizens.

The Public Forum on the Housing Component was held on September 29, 2003. During this forum, the results of the housing study were discussed. The housing study contains information

on the existing housing stock in Palmer, Public Housing, Chapter 40B, Current Housing Costs and an assessment of housing demand.

Attendees of this forum participated in an exercise which allowed them to determine the areas where they thought new housing should be constructed in town. It was the consensus of participants that housing should be constructed in the village centers to the extent feasible and that development should be more limited in the outlying areas. Discussion also centered on expanding infrastructure to meet increasing housing demand.

The Public Forum on the Open Space Protection was held on November 3, 2003. At this forum existing protected lands were highlighted. In addition, members helped to identify critical open space resources that should be protected. Participants also discussed the prioritization of Open Space Protection Goals.

The last forum held in 2003 was the Economic Development Forum, which was held on December 1, 2003. The focus of this forum was to discuss areas within town that could be re-developed and how to best take advantage of the Massachusetts Turnpike Exit 8 and the traffic that it brings through our town.

The final forum will be on transportation. That forum is scheduled for the end of January. Once the forums are complete the draft plan will be completed and a forum will be held on the plan. On behalf of the Board I would like to thank everyone that participated in these forums.

In closing, the Planning Board would like to thank the citizens of Palmer, Elected Officials, Town Boards and the Planning Department staff for assisting us in our planning endeavors.

Respectfully Submitted,

Michael S. Marciniec,
Chairman

PLUMBING INSPECTOR

As Plumbing Inspector for the Town of Palmer, I hereby submit the following annual report for inspections made by me for the year 2003.

New Plumbing Permits	89
Renovations	61
Water Heaters	31

I have also investigated complaints of potentially dangerous plumbing work and violations of Chapter 142 of the Massachusetts General Law.

Respectfully submitted,

Gerald Nichols
Plumbing Inspector

POLICE DEPARTMENT

In 2003, the Palmer Police Department answered approximately 14,381 calls for service. From these calls, 1,542 criminal offenses were recorded and investigated. Additionally, 785 individuals were arrested and/or summoned to court. The department responded to 710 alarm calls. 697 (98.2%) of these calls were false alarms. More than 2,498 traffic citations were issued and 483 traffic accidents investigated. These accidents resulted in injuries to 199 individuals, including 4 fatalities. A complete statistical report of the year's activity follows this report.

The department is currently comprised of 21 full-time and 5 part-time police officers, who are supported by 6 full-time non-sworn staff. The following personnel changes occurred during the year:

- o In May, David A. Williams was appointed to the position of full-time Emergency Telecommunications Dispatcher.
- o In July, Officers Sean Ford and Scott Camilleri began the 38th Municipal Police Officers Training Academy at the Criminal Justice Training Center in Agawam. Unfortunately, due to an injury he suffered while at the academy, Officer Camilleri had to be withdrawn. He will attend another academy in 2004, once he recovers from his injuries. Officer Ford successfully completed the academy, graduating on December 4th.

The department received the following grants in 2003:

FY 2002 Local Law Enforcement Block Grant (U.S. Department of Justice, Bureau of Justice Assistance) - \$10,285 to be used for equipment, technology and other materials directly related to basic law enforcement functions.

Community Policing Grant (Massachusetts Executive Office of Public Safety) - \$38,000 to aid in the development, implementation, and maintenance of community policing programs and initiatives. Our programs include citizen and student police academies, bicycle patrols, targeted traffic enforcement patrols, seat belt enforcement and many others. We owe a debt of gratitude to our state senator, Stephen Brewer, and our representative, Reed Hillman, who were instrumental in securing these funds for us.

Traffic Enforcement Grant (Governor's Highway Safety Bureau) - \$5,000 to be used for speed, seat belt, and drunk driving enforcement as part of the state's "Click It or Ticket" and "You Drink – You Drive – You Lose" campaigns.

We continued to work closely with other local, state, and federal law enforcement authorities to provide the best service we can to the residents of our community. One example of this interagency cooperation occurred due to our involvement with the Eastern Hampden County Narcotics Task Force. In November, acting upon information developed by our officers, agents from Palmer Police Department, the task force and officials from the federal Drug Enforcement Administration (DEA) executed a search warrant on a Palmer residence. Seized in the raid were 7.5 pounds of cocaine, 2 pounds of crystal methamphetamine, some marijuana, various firearms, a bullet-proof vest, and several thousand dollars in cash. This was the largest seizure of drugs in the history of the Palmer Police Department. It was also the largest seizure of crystal methamphetamine to date in the northeastern United States.

We continued our efforts in community policing. Two new programs were services were offered this year:

- Two officers have been trained as Child Passenger Safety Restraint Technicians. They are now certified to inspect and properly install child safety seats. Anyone wishing to have a seat installed or inspected should call the police department. Thanks to a grant from the Governor's Highway Safety Bureau and a Discount Purchase Program from Kmart, we were able to acquire several child safety seats that we are able to distribute at no cost to citizens who have old or defective seats.
- Two officers have been certified as Rape Aggression Defense (RAD) trainers. This popular program teaches women how to defend themselves from a physical attack. Several RAD training classes will be scheduled in 2004.

In closing, I would like to sincerely thank the staff of the police department for their dedication and commitment to their department and to their community. The citizens of the town should be very proud of the tireless and diligent work they do.

Thanks, too, to the Board of Selectmen, Acting Town Administrator Patricia Kennedy, the Finance Committee, the town's fire departments and their chiefs, Acting Highway Superintendent Terrence Korzec and his staff, and all the other town offices and departments for their cooperation throughout the year.

And finally, thanks to the good citizens of Palmer who continue to support us and appreciate the job we do, particularly in these difficult fiscal times.

Respectfully Submitted,

Robert P. Frydryk
Chief of Police

**PALMER POLICE DEPARTMENT
CALLS FOR SERVICE BY TYPE - 2003**

CALL REASON	#Calls	#Unfounded	Incidents	Accidents	Arrests
209A Request *	34	0	6	0	5
209A Service	24	2	3	0	0
209A Violation *	34	4	11	0	17
9-1-1 Abandoned Call	85	55	5	0	3
9-1-1 Bogus Call	38	29	0	0	0
9-1-1 Hang-up Call	208	150	9	0	5
9-1-1 Misuse	68	45	1	0	0
9-1-1 Silent Call	13	10	0	0	0
Abandoned M/V	17	0	1	0	3
Accident (Hit & Run)	104	3	11	46	10
Accident (Pedestrian)	12	0	0	5	1
Accident (Personal Injury)	137	3	1	58	12
Accident (Property Damage)	762	37	27	356	35
Alarm (Burglar)	588	582	5	0	1
Alarm (Fire/CO)	81	74	1	0	0
Alarm (Holdup)	11	11	0	0	0
Alarm (Medical)	11	8	0	0	0
Alarm (other)	29	29	0	0	0
Alarm (Panic/Trouble)	18	18	0	0	0
Alarm (TEST/MAINTENANCE)	60	1	0	0	0
Animal Complaint	226	24	5	1	0
Annoying/Accosting *	28	3	5	0	0
Annoying/Obscene Phone Calls	38	1	11	0	2
Arrest (CHINS)	1	0	0	0	1
Arrest (On sight) *	13	2	1	0	10
Arrest (Unspecified) *	1	0	0	0	1
Arrest (Warrant) *	50	9	1	0	37
Arson *	1	0	1	0	0
Assault/A&B *	103	6	47	0	26
Assist Citizen	334	31	21	0	2
Assist Motorist	177	10	1	1	0
Assist Other Agency	146	17	1	0	14
Assist Other Police Department	226	68	1	1	11
Breaking & Entering (M/V) *	25	1	20	0	2
Breaking & Entering/Burglary *	85	7	60	0	10
Bylaw Viol (other)	20	4	3	0	0
Bylaw Viol-Snow on Sidewalk	21	0	0	0	4
Bylaw Viol-Unreg Veh(s)	53	1	0	0	16
Check Well-being	188	56	12	0	7
Child Abuse *	12	0	6	0	1
Child Neglect *	13	1	5	0	0
Civil Complaint	90	11	7	0	0
Cruiser Transport (Arrest)	15	0	0	0	3
Cruiser Transport (Courtesy)	101	2	0	0	1
Disabled M/V	380	63	2	2	1
Disorderly Conduct	109	32	11	0	15
Disturbance (Domestic) *	217	16	101	0	77
Disturbance (Gathering)	68	20	3	0	8
Disturbance (General)	73	20	7	0	20
Disturbance (Loud Noise)	182	33	6	0	4
Disturbance (Motor Vehicle)	13	4	1	0	0
Disturbance (Neighbor)	51	3	6	0	5
Drug/Narcotics Violation *	19	6	2	0	1
Family Offense (Non violent)	2	0	0	0	0
Fire (Forest/Brush)	35	2	2	0	0
Fire (Motor Vehicle)	25	2	2	0	1
Fire (Mutual Aid)	1	0	0	0	0
Fire (Other)	41	5	1	0	1
Fire (Outside Burning Complint)	20	1	0	0	0
Fire (Structure/Dwelling)	73	4	7	0	1
Fire TONE TEST	43	0	0	0	0
Fish & Game Violation	1	1	0	0	0
Fraud *	30	0	11	0	2
Gas Leak/Odor	22	4	1	0	0
GENERAL SERVICES	41	2	1	0	1
Harassment	51	3	10	0	1
Hazardous Condition	335	34	3	2	0
HAZMAT Spill/Leak	13	1	0	0	0
House/Building Check	44	2	0	0	0
Illegal Dumping	37	0	5	0	3

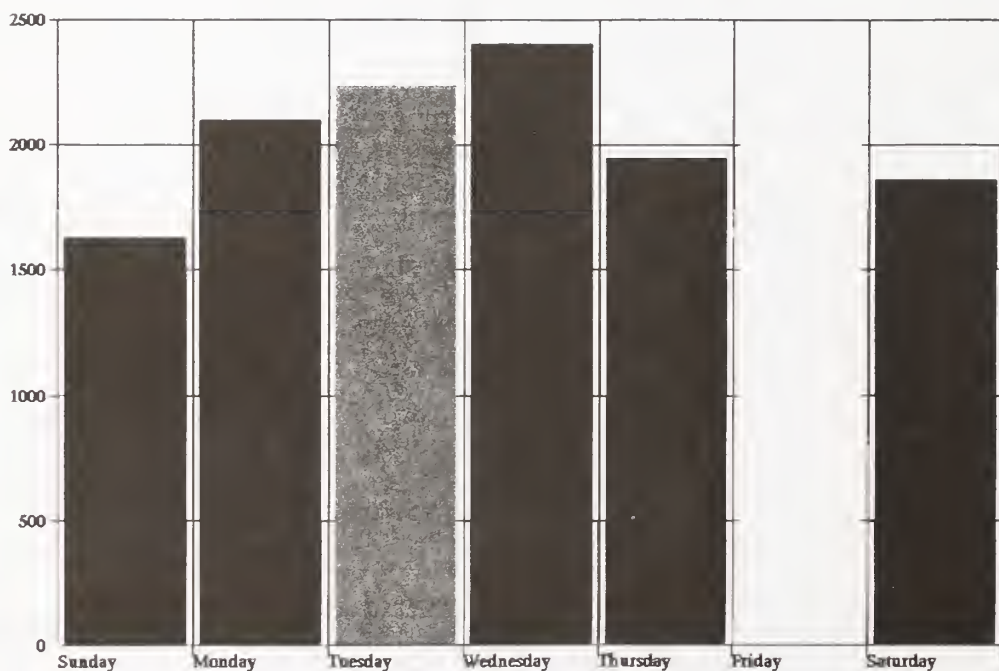
**PALMER POLICE DEPARTMENT
CALLS FOR SERVICE BY TYPE - 2003**

CALL REASON	#Calls	#Unfounded	Incidents	Accidents	Arrests
INFO-Abuse/209A Orders	14	0	0	0	0
INFO-Ambulance Service	3	0	0	0	0
INFO-Burning Permits	3	0	0	0	0
INFO-Detainees	2	0	0	0	0
INFO-Directions	78	0	0	0	0
INFO-Extra Duty Details	147	0	0	0	0
INFO-General	748	1	0	0	0
INFO-Pistol Permits/FIDs	4	0	3	0	0
INFO-Police Reports	59	0	2	0	0
INFO-Power Outages	13	0	0	0	0
INFO-Record Checks	3	0	0	0	0
INFO-Road Conditions	8	0	0	0	0
INFO-Solicitors	6	0	0	0	0
INFO-Town Offices/Depts	7	0	0	0	0
INFO-Warrants	10	0	0	0	0
Intox / Incapacitated Person	50	12	0	0	16
INVESTIGATION	31	1	0	0	0
Kidnapping *	1	0	0	0	0
Larceny *	236	16	117	0	21
Liquor Law Violations *	13	1	3	0	3
Loitering	4	0	0	0	0
M/V Recovery *	12	0	1	0	0
M/V Release	174	0	0	0	0
M/V Repossession	27	0	0	0	0
M/V Stop	3170	21	7	8	159
M/V Theft *	50	4	35	0	4
M/V Violations	276	103	2	1	27
Medical Assist (Illness)	44	4	0	0	0
Medical Assist (Injury)	45	7	2	0	0
Medical Assist (Mutual Aid)	5	0	0	0	0
Medical Assist (Psychiatric)	8	2	0	0	0
Medical Assist (unspecif)	6	2	0	0	0
Medical Transport (Emergency)	451	19	21	1	6
Medical Transport (Routine)	17	0	0	0	0
Missing Person *	44	9	20	0	0
Notification/Message Delivery	76	6	0	0	0
Officer Requests Assistance	2	0	0	0	0
Officer Wanted	177	25	17	0	9
Open Door/Window	18	6	2	0	0
Parking Violation	112	26	0	0	0
Power Outage	50	0	0	0	0
Property-Found	62	2	9	0	0
Property-Lost	36	2	8	0	0
Property-Returned	10	0	0	0	0
Protective Custody *	9	0	0	0	9
Public Service (Other)	43	5	0	0	0
Rape *	2	0	1	0	0
Reported Death *	13	1	12	0	0
Robbery *	3	0	3	0	2
Runaway *	9	2	3	0	1
Sex Offenses *	18	0	13	0	5
Shoplifting *	18	0	4	0	12
Smoke Report (No fire evident)	46	11	0	0	0
Soliciting	6	0	0	0	0
Suicide *	3	0	2	0	0
Suicide Attempt/Threat *	22	0	7	0	0
Summons Service	158	72	0	0	0
Suspicious (Other)	233	88	16	0	15
Suspicious Auto(s)	383	102	6	0	16
Suspicious Person(s)	356	97	12	1	44
Threat Report *	99	1	35	0	4
Trespass Complaint	49	2	4	0	7
Unwanted Person(s)	102	17	14	0	22
Vandalism *	221	16	102	0	14
Water Hazard	7	0	0	0	0
Water Leak	29	1	0	0	0
Water Rescue	1	0	0	0	0
Weapons Violations *	12	2	3	0	2
Totals:	14.381	2.259	957	483	779

**PALMER POLICE DEPARTMENT
CALL ANALYSIS BY TIME AND DAY OF WEEK FOR 2003**

Hour	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Totals	
	Calls	Day%	Calls	Day%	Calls	Day%	Calls	Day%	Calls	Day%	Calls	Day%	Calls	Day%	Calls	Tot%
0	63	3.9	63	3.0	60	2.7	42	1.7	42	2.2	40	1.8	59	3.2	369	2.6
1	70	4.3	38	1.8	49	2.2	58	2.4	53	2.7	50	2.3	87	4.7	405	2.8
2	71	4.4	30	1.4	28	1.3	40	1.7	33	1.7	38	1.7	43	2.3	283	2.0
3	32	2.0	18	0.9	18	0.8	25	1.0	31	1.6	23	1.0	35	1.9	182	1.3
4	23	1.4	13	0.6	17	0.8	23	1.0	24	1.2	27	1.2	28	1.5	155	1.1
5	16	1.0	30	1.4	27	1.2	34	1.4	24	1.2	43	2.0	20	1.1	194	1.3
6	30	1.8	79	3.8	86	3.8	92	3.8	90	4.6	92	4.2	34	1.8	503	3.5
7	43	2.6	81	3.9	76	3.4	70	2.9	59	3.0	54	2.5	41	2.2	424	2.9
8	35	2.1	83	4.0	68	3.0	71	3.0	54	2.8	65	3.0	66	3.5	442	3.1
9	42	2.6	114	5.4	112	5.0	138	5.7	87	4.5	87	4.0	68	3.7	648	4.5
10	48	2.9	135	6.4	112	5.0	134	5.6	49	2.5	93	4.2	81	4.4	652	4.5
11	66	4.0	80	3.8	117	5.2	115	4.8	67	3.4	101	4.6	86	4.6	632	4.4
12	72	4.4	86	4.1	149	6.7	104	4.3	86	4.4	96	4.4	87	4.7	680	4.7
13	75	4.6	90	4.3	97	4.3	132	5.5	121	6.2	82	3.7	70	3.8	667	4.6
14	79	4.8	88	4.2	139	6.2	150	6.2	94	4.8	119	5.4	76	4.1	745	5.2
15	72	4.4	134	6.4	139	6.2	127	5.3	109	5.6	141	6.4	80	4.3	802	5.6
16	87	5.3	147	7.0	141	6.3	150	6.2	124	6.4	168	7.6	99	5.3	916	6.4
17	118	7.2	158	7.5	180	8.0	234	9.7	136	7.0	212	9.6	121	6.5	1159	8.1
18	105	6.4	108	5.1	133	5.9	173	7.2	131	6.7	171	7.8	106	5.7	927	6.4
19	115	7.1	121	5.8	102	4.6	119	4.9	130	6.7	104	4.7	115	6.2	806	5.6
20	116	7.1	139	6.6	122	5.5	103	4.3	123	6.3	104	4.7	115	6.2	822	5.7
21	101	6.2	107	5.1	104	4.6	104	4.3	114	5.9	100	4.5	141	7.6	771	5.4
22	87	5.3	93	4.4	90	4.0	96	4.0	98	5.0	103	4.7	129	6.9	696	4.8
23	65	4.0	65	3.1	72	3.2	71	3.0	68	3.5	85	3.9	75	4.0	501	3.5
	1,631	11.3	2,100	14.6	2,238	15.6	2,405	16.7	1,947	13.5	2,198	15.3	1,862	12.9	14,381	100.0

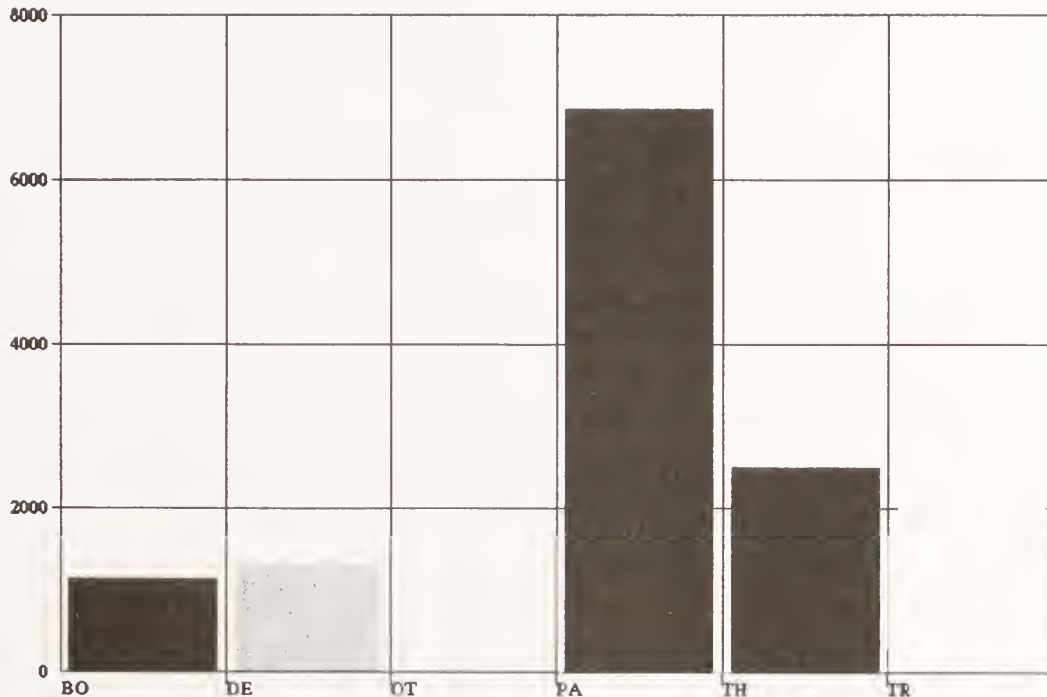
CALLS BY DAY OF WEEK (GRAPH) – 2003



**PALMER POLICE DEPARTMENT
CALL ANALYSIS BY ZONE – 2003**

ZONE	CALLS	PERCENT
BONDSVILLE	1,124	7.8%
DESK	1318	9.2%
OTHER CITY / TOWN	235	1.6%
PALMER	6,856	47.7%
THORNDIKE	2,499	17.4%
THREE RIVERS	2,349	16.3%
TOTAL	14,381	100.0%

CALL ANALYSIS BY ZONE (GRAPH) – 2003



LEGEND

PA – PALMER
DE – DESK

Activity in this zone reflects calls received at the Police Department that did not require the dispatch of a police officer to a specific location. The service was provided at the police station itself or over the telephone, such as providing accident or crime information, directions, referrals to other agencies, etc.

TR - THREE RIVERS
TH – THORNDIKE
BO – BONDSVILLE
OT - OTHER
CITY/TOWN

Activity in this zone reflects calls received for incidents that occurred in another jurisdiction that required a referral to that jurisdiction or a response to that jurisdiction by this department

**PALMER POLICE DEPARTMENT
OFFENSES REPORTED BY MONTH - 2003**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
TRAFFIC, TOWN BY-LAW OFFENSES	11	13	22	32	29	21	34	20	39	20	44	26	311
DESTRUCTION / DAMAGE / VANDALISM	19	13	5	7	12	18	17	20	24	15	13	12	179
SIMPLE ASSAULT	7	5	14	9	16	15	16	22	14	6	24	6	158
PROTECTIVE CUSTODY	6	5	11	6	21	8	17	17	13	9	9	6	128
ALL OTHER OFFENSES	9	2	5	6	2	11	10	8	11	6	7	7	88
ALL OTHER LARCENY	10	5	5	7	10	10	6	5	8	4	7	7	83
BURGLARY / BREAKING AND ENTERING	6	4	5	4	3	7	4	14	7	7	7	9	75
INTIMIDATION	2	5	5	7	3	7	8	5	9	2	8	7	67
DRUG / NARCOTIC VIOLATIONS	4	4	5	7	5	2	4	6	5	8	9	2	61
DISORDERLY CONDUCT	1	5	1	1	8	3	5	6	10	2	2	3	45
AGGRAVATED ASSAULT	5		5	6	5	1		6	4	3	7	3	43
MOTOR VEHICLE THEFT	7	1	7	2		2	9	5	1	3	1	3	41
THEFT FROM BUILDING	8	1	1	3	2	1	3	10	2	2	4	2	39
THEFT FROM MOTOR VEHICLE	1	2	2	1	2	1	9	6	4	5	3	2	38
DRIVING UNDER THE INFLUENCE	3	4	2	1	1	5	4	4		5	6	1	36
SHOPLIFTING	1	2	5	4	1	4	1	2					20
LIQUOR LAW VIOLATIONS	1	1	2			2	7	1	1	1	1	1	18
STOLEN PROPERTY OFFENSES		1	1				3	5	5			2	17
COUNTERFEITING / FORGERY	1	4	1	1		2				3		3	15
FALSE PRETENSES / SWINDLE / CONFIDENCE GAMES	1	5	1	2	1			1	1	1	1	1	13
TRESPASS OF REAL PROPERTY	1	1	1	1		1	2	1	2		1	1	12
THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2		2	2	1	1	1	1			1		11
FORCIBLE FONDLING				1	5		1						7
WEAPON LAW VIOLATIONS			1	1		2		1	1			1	7
BAD CHECKS	3							1	1			1	6
FORCIBLE RAPE		1	1				1				2		5
ROBBERY								1			2	1	4
DRUG EQUIPMENT VIOLATIONS			1	1		1				1			4
ARSON					1				1				2
PURSE-SNATCHING							1			1			2
KIDNAPPING / ABDUCTION								1					1
SEXUAL ASSAULT WITH AN OBJECT			1										1
EXTORTION / BLACKMAIL				1									1
CREDIT CARD / AUTOMATIC TELLER										1			1
IMPERSONATION											1		1
FAMILY OFFENSES, NONVIOLENT								1					1
RUNAWAY		1											1
TOTALS	109	81	118	113	128	125	163	170	163	105	160	107	1542

PALMER POLICE DEPARTMENT
PRIMARY ARRESTING OFFENSE BY MONTH - 2003

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
TRAFFIC, TOWN BY-LAW OFFENSES	11	12	14	24	25	16	17	15	17	13	17	22	203
PROTECTIVE CUSTODY	6	6	11	6	24	9	17	16	13	9	11	6	134
ALL OTHER OFFENSES	13	5	7	11	10	10	8	8	17	10	9	6	114
SIMPLE ASSAULT	2	4	8	5	13	7	11	14	6	5	9	3	87
DRUG / NARCOTIC VIOLATIONS	3	1	6	5	4	1	4	2	1	4	5	2	38
DRIVING UNDER THE INFLUENCE	2	3	3	1	1	6	4	4		5	4	2	35
DESTRUCTION / DAMAGE / VANDALISM	3	1	1	4	1	4	1		2			1	18
LIQUOR LAW VIOLATIONS	2		2	2	1	2	8			1			18
AGGRAVATED ASSAULT	3		1	3	2	1		2	3	1		1	17
DISORDERLY CONDUCT	1	1	1		3		3	2	3		2	1	17
SHOPLIFTING	1	1	2	2		5	1	2					14
BURGLARY / BREAKING AND ENTERING				2	1	1			1	2	2	4	13
TRESPASS OF REAL PROPERTY			2		1	2	1	1	2	1	1	1	12
ALL OTHER LARCENY					4	4					2		10
STOLEN PROPERTY OFFENSES					2		1	5	2				10
FAMILY OFFENSES, NONVIOLENT				9				1					10
INTIMIDATION	1			1		1			1		1	1	6
WEAPON LAW VIOLATIONS			1	2		1						1	5
BAD CHECKS	1		1	1				1	1				5
COUNTERFEITING / FORGERY		2		1								1	4
MOTOR VEHICLE THEFT			1							1	1		3
FORCIBLE FONDLING					1	1							2
ROBBERY								2					2
THEFT FROM MOTOR VEHICLE										2			2
FALSE PRETENSES / SWINDLE / CONFIDENCE GAMES			1							1			2
DRUG EQUIPMENT VIOLATIONS						1					1		2
THEFT FROM BUILDING									1				1
IMPERSONATION			1										1
TOTALS	49	36	63	79	93	72	76	75	70	55	65	52	785

PALMER POLICE DEPARTMENT

OFFENSES (IN ARRESTS) BY AGE GROUP – 2003

	00-10	11-17	18-24	25-34	35-54	> 55	TOTALS
TRAFFIC, TOWN BY-LAW OFFENSES		52	167	96	160	26	501
ALL OTHER OFFENSES		17	47	56	63	3	186
PROTECTIVE CUSTODY		3	25	28	75	5	136
SIMPLE ASSAULT		17	16	34	46	6	119
DRUG / NARCOTIC VIOLATIONS		11	23	16	20	2	72
DISORDERLY CONDUCT		8	10	7	17	4	46
DRIVING UNDER THE INFLUENCE		3	7	12	16	5	43
INTIMIDATION			2	10	23	4	39
DESTRUCTION / DAMAGE / VANDALISM	1	15	12	8	3		39
AGGRAVATED ASSAULT		13	6	8	9	2	38
LIQUOR LAW VIOLATIONS		9	16	1	2		28
BURGLARY / BREAKING AND ENTERING		4	5	8	5		22
STOLEN PROPERTY OFFENSES		3	12	2	5		22
WEAPON LAW VIOLATIONS		2	2	3	12	1	20
SHOPLIFTING		1	3	5	3	2	14
ALL OTHER LARCENY		3	7	1	2		13
COUNTERFEITING / FORGERY			2	5	5	1	13
FALSE PRETENSES / SWINDLE / CONFIDENCE GAMES			3	4	5	1	13
TRESPASS OF REAL PROPERTY			1	8	3	1	13
THEFT FROM BUILDING		4	5		3		12
FAMILY OFFENSES, NONVIOLENT		1		2	7		10
BAD CHECKS				3	2	1	6
FORCIBLE FONDLING				1	4		5
ROBBERY		2		2			4
THEFT FROM MOTOR VEHICLE			2	2			4
DRUG EQUIPMENT VIOLATIONS			1	2	1		4
MOTOR VEHICLE THEFT			1		2		3
IMPERSONATION			1	1			2
KIDNAPPING / ABDUCTION			1				1
CREDIT CARD / AUTOMATIC TELLER			1				1
TOTALS	1	168	378	325	493	64	1429

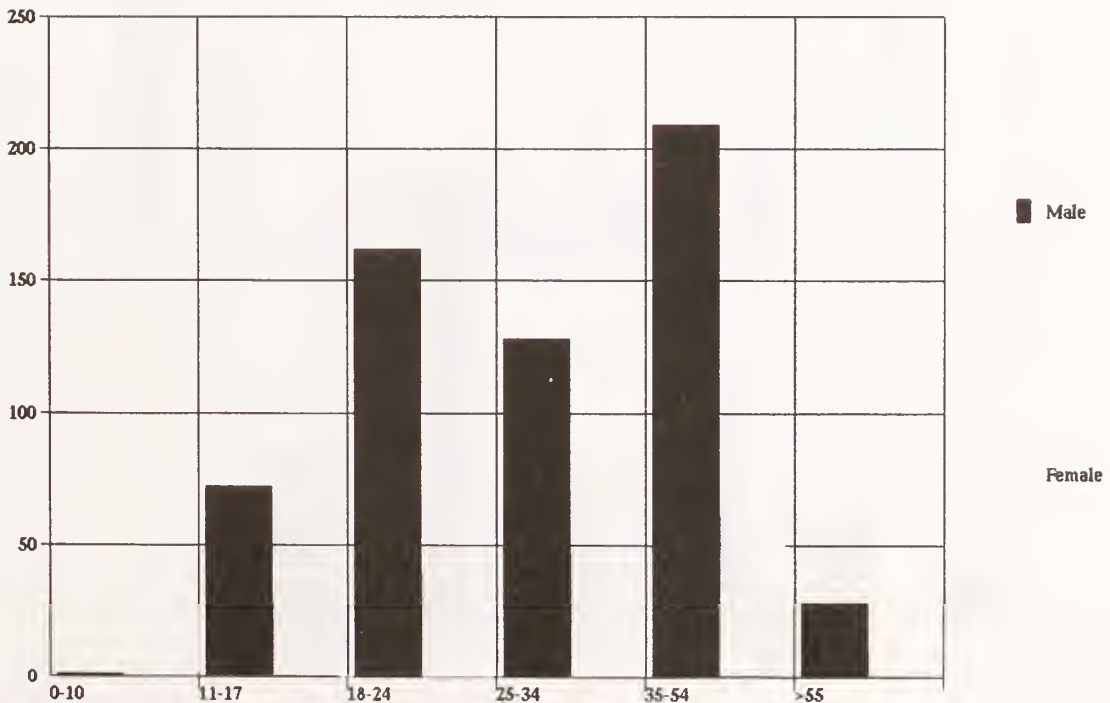
WEAPONS INVOLVED IN OFFENSES – 2003

Weapon Type	Occurrence(s)	Percentage
None	1,336	86.60%
Personal Weapons (Hands/Feet/Etc)	147	9.50%
Other	23	1.50%
Blunt Object	12	0.80%
Handgun	8	0.50%
Motor Vehicle	6	0.40%
Knife/Cutting Instrument	5	0.30%
Firearm (Unspecified)	2	0.10%
Unknown	2	0.10%
Other Firearm	1	0.10%
Total Occurrences	1,542	100.00%

**PALMER POLICE DEPARTMENT
VICTIM RACE AND SEX BY AGE - 2003**

		00-10	11-17	18-24	25-34	35-54	> 55	TOTALS	Hispanic
White									
	Male	1	68	155	124	205	28	581	20
	Female	0	27	38	46	60	9	180	4
	Unknown	0	0	0	0	0	0	0	0
Black									
	Male	0	1	4	3	4	0	12	0
	Female	0	1	1	1	1	0	4	0
	Unknown	0	0	0	0	0	0	0	0
Asian/Pacific Islander									
	Male	0	3	2	1	0	0	6	1
	Female	0	0	1	0	0	0	1	0
	Unknown	0	0	0	0	0	0	0	0
American Indian/Alaskan Native									
	Male	0	0	0	0	0	0	0	0
	Female	0	0	0	0	0	0	0	0
	Unknown	0	0	0	0	0	0	0	0
Unknown									
	Male	0	0	1	0	0	0	1	0
	Female	0	0	0	0	0	0	0	0
	Unknown	0	0	0	0	0	0	0	0
TOTALS		1	100	202	175	270	37	785	25

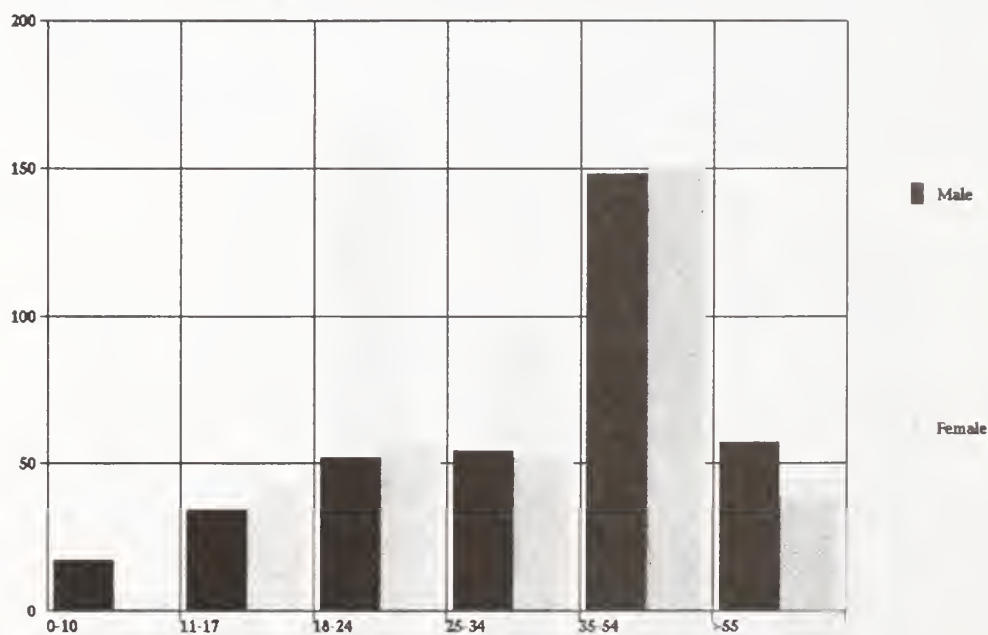
ARRESTEE BY AGE AND SEX (GRAPH) – 2003



**PALMER POLICE DEPARTMENT
VICTIM RACE AND SEX BY AGE - 2003**

		00-10	11-17	18-24	25-34	35-54	> 55	TOTALS	Hispanic
White									
	Male	17	32	52	51	143	52	347	6
	Female	5	40	58	50	147	33	333	2
	Unknown	0	0	0	0	0	0	0	0
Black									
	Male	0	0	0	2	2	0	4	0
	Female	0	0	0	0	1	0	1	0
	Unknown	0	0	0	0	0	0	0	0
Asian/Pacific Islander									
	Male	0	1	0	0	0	0	1	0
	Female	0	0	0	0	0	0	0	0
	Unknown	0	0	0	0	0	0	0	0
American Indian/Alaskan Native									
	Male	0	0	0	0	0	0	0	0
	Female	0	0	0	0	0	0	0	0
	Unknown	0	0	0	0	0	0	0	0
Unknown									
	Male	0	1	0	1	3	5	10	0
	Female	0	2	0	2	3	5	12	0
	Unknown	0	0	0	0	0	0	0	0
TOTALS		22	76	110	106	299	95	708	8

VICTIM BY AGE AND SEX (GRAPH) – 2003

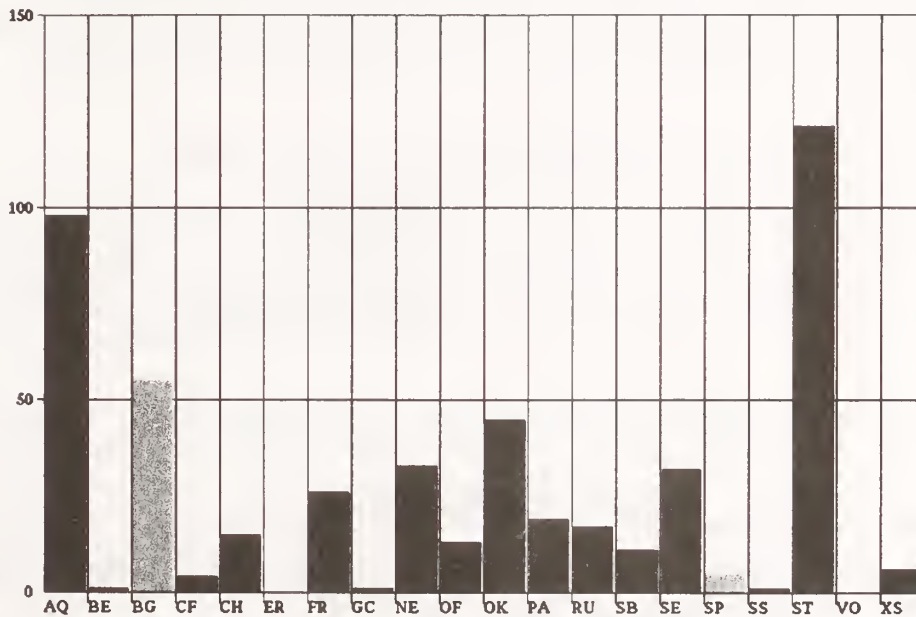


PALMER POLICE DEPARTMENT

RELATIONSHIP OF VICTIMS TO OFFENDERS – 2003

CODE	RELATIONSHIP	TOTALS	CODE	RELATIONSHIP	TOTALS
AQ	Acquaintance	98	NE	Neighbor	33
BE	Babysittee	1	OF	Other Family Member	13
BG	Boy/Girl Friend	55	OK	Otherwise Known	45
CF	Child of Boy/Girl Friend	4	PA	Parent	19
CH	Child	15	RU	Relationship Unknown	17
CS	Common-Law Spouse		SB	Sibling	11
EE	Employee		SC	Stepchild	
ER	Employer	7	SE	Spouse	32
FR	Friend	26	SP	Stepparent	5
GC	Grandchild	1	SS	Stepsibling	1
GP	Grandparent		ST	Stranger	121
HR	Homosexual Relationship		VO	Victim was Offender	8
IL	In-Law		XS	Ex-Spouse	6
		TOTALS			518

RELATIONSHIP OF VICTIMS TO OFFENDERS (GRAPH) – 2003



VICTIM INJURIES – 2003

Injury Type	Occurrence(s)	Percentage
None	122	52.80%
Apparent Minor Injury	99	42.90%
Possible Internal Injuries	3	1.30%
Other Major Injury	3	1.30%
Apparent Broken Bones	2	0.90%
Severe Laceration	1	0.40%
Unconsciousness	1	0.40%
Total Occurrences	231	100.00%

RECREATION COMMITTEE
BURLEIGH PARK SUMMER PROGRAM

In a town with many budget cuts and tough economic times it is nice to know that the children of Palmer were given the opportunity to attend a safe and fun program at Burleigh Park for five weeks in the summer of 2003. The staff worked very hard and provided many activities and fun filled days for the campers. This year the camp was also privileged to use the High School grounds and pool. We are very appreciative to the school staff for all their hard work to make this possible.

The first day of camp is always an exciting one for the children and their parents. This year when the campers arrived all the staff were in matching shirts so they could be recognized, the grounds were beautiful, and the pool was crystal clear. The weather was great this year and the campers enjoyed the facilities, the pool, and the woods for many activities. The camp came alive with carnival day, color day, and a talent show, along with several day trips away from Burleigh. It was a great summer to be a camper at Burleigh Park.

The Recreation Committee would like to thank everyone who made our summer program a success: the staff was terrific, the help from the Town Hall was greatly appreciated, the Parks Department did an amazing job, the Police and Fire Departments insured our safety, and the kids who came to camp were wonderful. Thank you Town of Palmer for a great summer.

Respectfully submitted,

Dianne Brennan
Mary Brodeur
Ronda Brown
Kathleen Burns
Donna Corbin

Keith Parent
Norma Santos
John Sasur
Diana Strzeminski

SAFETY COMMITTEE

Throughout the year, there were four site visits made to investigate requests and complaints from town residents which were received by the Selectmen's office.

One formal meeting was held.

The committee recommended that:

A STOP sign be placed on the north side of Kelley Street at the intersection of Baptist Hill Street and Kelley Street.

Place a "Slow Children" sign in the vicinity of street light pole #49 on Rondeau Street.

The Palmer Highway Department cut back brush and hanging branches along Shearer Street on the north side to enhance sight lines looking up Shearer Street from the Fairview Street intersection.

The Committee has no inventory.

Respectfully submitted,
Ronald P. Masnicki, Chairman

Members of the Committee:

William Bouthillier
Howard Case
John Dyl
Police Chief Robert Frydryk
Fire Chief Patrick O'Connor
Fire Chief Allen Roy
Safety Officer Kenneth White
Robert Graveline, Secretary/Consultant

SEALER OF WEIGHTS AND MEASURES

I do hereby submit the annual report for the Department of Weights and Measures for the year ending 2003. This year a total of 389 measuring and weighing devices were tested and sealed. Out of this amount three devices were found to be incorrect. After adjustments, these devices were retested and sealed.

A total of 126 food packages were reweighed at various stores. Out of this amount, 109 were found to be correct, 14 were overweight, and three were overweight.

A total of \$3,638.25 will be collected in 2003, \$2,305.50 turned into the treasurer, leaving an uncollected balance of \$1,332.75 at the time of this report.

Respectfully submitted,

Joseph Serrato
Sealer of Weights and Measures

BOARD OF SELECTMEN

At the Annual Election, Selectmen Todd M. Smola was elected to a second term. At the following Selectmen's meeting, the Board re-organized as follows: Michael P. Strzemieniski, Chairman, Todd M. Smola, Vice-Chairman, and Elaine J. Nikodem, Clerk.

On Monday June 2, 2003 the Selectmen called for a Special Town Meeting to take action on several articles including changes to the Code of the Town of Palmer regarding the increase of building fees as well as the acquisition of land to the town.

On Monday, June 16th, 2003, the Selectmen called for the Annual Town Meeting to discuss various proposals and approve the fiscal '04 operating budget. The total town budget was approved by a majority vote at a cost of \$28,450,954. The establishment of various revolving funds also took place including funds for Legion Field, Medicaid, Burleigh Park Summer Program and the Palmer Senior Center.

On November 17th, 2003, the Selectmen called for a Special Town Meeting to balance the annual budget and bring various capital expenditure requests to the voters for approval. Articles that received favorable approval including the funding for two police cruisers and the acceptance of gifted land for the Palmer Library. Also approved was the designation of an Economic Opportunity Area known as Ocean State Job Lot whereby a tax exception was established for a period of 15 years.

The Selectmen approved a ballot question to be included on the Annual Town Election ballot to change the form of government from a three member Board of Selectmen and Town Administrator to a nine member town counsel and town manager. This change would also abolish the process of Town Meeting and consolidate the cemetery department, park department, highway department and waste water treatment plant into a centralized department known as the Department of Public Works.

The Town is currently in a fiscal crisis, severe cuts in local aid to the cities and towns of the Commonwealth of Massachusetts forced deep cuts in the town budgets for Fiscal Year 2004. With the cooperation of department heads and the school committee, and the assistance of the finance committee, the Board presented an austerity budget for the annual town meeting on June 16, 2003. As a symbolic gesture, the Board of Selectmen reduced the salary to Selectmen line item by \$3,000.00.

On October 23, 2003, the Selectmen accepted the resignation of Town Administrator John Griffin and appointed Patricia Kennedy as Acting Town Administrator. The Selectmen also established a Town Administrator Search Committee charged with interviewing applicants for the position of Town Administrator and recommending three candidates to the Selectmen. The Search Committee recommended that the Board wait to decide on a new Administrator until after the Annual Town Election on April 20th, 2004 to determine if the existing form of town government would change.

The Board acknowledges their debt of gratitude to Mrs. Patricia Kennedy for her outstanding work and dedication as well as department heads, employees, boards and committees. We will continue to work to resolve the outstanding issues and to address new issues brought before us.

Respectfully submitted,

Michael P. Strzeminski, Chairman
Todd M. Smola, Vice-Chairman
Elaine J. Nikodem, Clerk

TAX COLLECTOR
SCHEDULE OF OUTSTANDING RECEIVABLES
JUNE 30, 2003

REAL ESTATE TAXES

LEVY OF 2003	\$464,224.18
LEVY OF 2002	\$211,120.37
LEVY OF 2001	\$137,358.19
LEVY OF 2000	\$112,303.19
PRIOR YEARS	\$247,107.69
TOTAL	\$1,172,113.62

PERSONAL PROPERTY

LEVY OF 2003	\$ 16,313.59
LEVY OF 2002	\$ 3,355.03
LEVY OF 2001	\$ 3,364.68
LEVY OF 2000	\$ 3,074.83
PRIOR YEARS	\$ 3,429.81
TOTAL	\$ 29,537.94

MOTOR VEHICLE EXCISE

LEVY OF 2003	\$168,328.62
LEVY OF 2002	\$ 35,261.73
LEVY OF 2001	\$ 14,995.45
LEVY OF 2000	\$ 14,617.40
PRIOR YEARS	\$ 23,873.44
TOTAL	\$257,076.64

SEWER USER CHARGES

LEVY OF 2003	\$137,076.52
PRIOR YEARS	\$157,816.94
TOTAL	\$294,893.46

TAX TITLE TOTAL	\$161,893.46
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OTHER TAXES

FARM ANIMAL EXCISE	\$ 218.77
FOREST PRODUCTS TAX	\$ 405.20
TOTAL	\$ 623.97

SEWER LIENS COMMITTED	\$ 62,305.78
COMMITTED INTEREST	\$ 2,942.75
TOTAL	\$ 65,248.53

GRAND TOTAL **\$1,981,387.62**

Respectfully submitted,
Roger E. Brach, Collector

OFFICE OF THE PARKING CLERK

FISCAL YEAR 2003

\$3,770.00 PAID IN FINES ON 171 TICKETS

Respectfully submitted,
Roger E. Brach, Parking Clerk

TOWN CLERK

The following dog licenses were issued during the year 2003

Males/Females	144
Spayed/Neutered	854
Kennels	12
To Treasurer	\$6,850.00

The following Vital Statistics were received for recording for the year ending December 31, 2003.

Births	146
Deaths	173
Marriages	86

The number of registered voters as of April 22, 2003 : 7732

Following are the results of the Annual Town Election April 22, 2003

PRECINCT	ONE	TWO	THREE	FOUR	TOTAL
TOWN CLERK					
Patricia C. Donovan	442	378	340	367	1527
Write-Ins	3	4	3	4	14
Blanks	148	107	111	124	490
SELECTMAN					
Todd M. Smola	470	370	333	386	1559
Write-Ins	3	2	5	1	11
Blanks	120	117	116	108	461
ASSESSORS					
Lawrence M. Jasak	463	379	346	378	1566
Write-Ins	4	4	1	3	12
Blanks	126	106	107	114	453
SCHOOL COMMITTEE					
Cynthia R. Heffernan	358	307	278	312	1255
Write-Ins	5	3	3	1	12
Blanks	230	179	173	182	764
BOARD OF HEALTH					
Paul E. Benard	410	323	301	336	1370
Write-Ins	3	1	3	5	12
Blanks	180	165	150	154	649
LICENSE COMMISSION					
Dennis Gaudreau	302	229	193	254	978
Jody P. Naglack	245	230	228	213	916
Write-Ins	1	0	2	1	4
Blanks	45	30	31	27	133
CEMETERY COMMISSION					
William J. Bernat	209	222	206	193	830
Jonathon J. Jasak	330	229	201	263	1023
Write-Ins	53	37	46	38	174
Blanks	1	1	1	1	4
PLANNING BOARD					
Joseph E. Slowick	397	326	306	340	1369
Write-Ins	1	2	2	1	6
Blanks	195	161	146	154	656

PARK COMMISSION

William F. Gallagher	375	314	279	309	1277
Write-Ins	3	2	4	3	12
Blanks	215	173	171	183	742

PALMER HOUSING AUTHORITY**5 YEAR TERM**

Robert B. Bishop	380	331	318	317	1346
Write-Ins	5	2	2	8	17
Blanks	208	156	134	170	668

PALMER HOUSING AUTHORITY**1 YEAR TERM**

Margaret M. Higgins	372	320	294	297	1283
Germaine Lefebvre	9	4	22	23	58
Blanks	212	165	138	175	690

PALMER REDEVELOPMENT AUTHORITY

Blake E. Lamothe	265	224	211	241	941
Richard W. Rollet	259	203	196	208	866
Write Ins	4	2	0	1	7
Blanks	65	60	47	45	217

MODERATOR

John B. Dinuovo	410	367	337	334	1458
Write-Ins	1	1	3	3	8
Blanks	182	121	114	148	565

Question #1

Shall the town approve the charter revision recommended by the Charter Commission?

YES	247	261	234	228	970
NO	344	226	219	264	1053
Blanks	2	2	1	3	8

DEATHS**2003****January**

✓ 1	Katherine M. Donovan	83
✓ 2	Robin J. Burns	37
✓ 2	Diane E. Carney	56

✓2	Florence D. Swistak	58
✓3	Grace Elsie-Ann Tavenner	64
✓4	Arthur A. Pascale	90
✓4	Emily B. Prouty	81
✓8	Lionel E. Buzzard	69
✓8	Robert L. Smith	77
✓10	David B. Ogilvie	60
✓13	Edward F. Kielbania	83
✓16	Christine Jablonski	79
✓17	Ruth M. Buzzard	62
✓17	Fred T. Crosby, Jr.	19
✓17	Yvette G. Coderre	73
✓18	Gertrude C. Walker	82
✓25	Mary A. Dougal	59
✓25	James W. Stacy	21
✓26	Florence R. Lemieux	92
✓28	Norman W. Brown	86
✓28	Catherine E. Ridz	91
✓29	Marjorie R. Rydzak	84

February

✓10	Maureen A. Domey	51
✓14	Raymond J. Comeau	78
✓15	Thelma M. DeLand	91
✓19	Pauline A. Kapinos	89
✓19	Stanley R. Plato	80
✓22	Peter J. Hedding, Jr.	39
✓22	Walter V. Janulewicz	70
✓24	Albert W. Shunaman	88
✓25	Therese Birk	76
✓27	Joseph J. Sarna	85

March

✓3	Michael D. Joubert	33
✓9	Teresa K. Frydryk	99
✓9	Frank J. Sarna	77
✓10	Monique M. Gary	42
✓11	Joanne M. Sawyer	59
✓15	Ellen P. Lyman	83
✓17	William B. MacAloney, Jr.	76
✓19	Julia T. Wright	82
✓20	Thomas W. Dell	45
✓22	Daniel J. Sammon	92

✓ 24	Roseleen Vicari	74
✓ 25	Mary A. Marciniac	92
✓ 25	Bruce R. Edwards	58
✓ 26	Cristie Chapin	73
✓ 28	Boleslaw Parda	80
✓ 29	Howard N. Brock	59
✓ 30	Ralph R. Judd	62

April

✓ 2	Aurore D. Peters	93
✓ 3	Stanley M. Filipowicz	89
✓ 8	Thomas F. Alexander, Sr.	81
✓ 13	Joseph A. Ross, Jr.	59
✓ 14	Frances C. Silliker	79
✓ 14	Anne F. Wahlberg	79
✓ 17	Una T. Barnes	87
✓ 25	Helen C. Kazan	84
✓ 27	Paula E. Repinec	80
✓ 29	Mary A. Kozik	77

May

✓ 2	Robert J. Riel	72
✓ 4	Helen A. Brown	104
✓ 4	Denise R. Goodrow	42
✓ 8	Helen M. Mancuso	84
✓ 9	Emillien A. Cormier	86
✓ 9	Barbara R. Wiley	56
✓ 11	Agatha R. Lata	91
✓ 18	Joseph P. Nadeau	76
✓ 22	Winston L. Stred Sr.	74
✓ 26	Henry P. Wawrzonek	87
✓ 27	Ella F. Scribner	78
✓ 29	Gary L. Rock	50
✓ 31	Beverly A. Flaherty	64

June

✓ 1	Richard I. Garnett	74
✓ 3	Alfred J.W. Nutter	95
✓ 3	Molly A. Bish	19
✓ 4	Gary A. Lord	35
✓ 5	Emily M. Randall	63
✓ 7	Jack Ford	70
✓ 9	James M. Joyce, Jr.	80
✓ 13	David A. Keith	70

✓14	Rhoda A. Stankiewicz	55
✓15	Mary M. Comba	70
✓15	Paul V. Garnett	60
✓21	Maureen T. Monat	72
✓24	Warren K. Dee	70
✓26	Robert W. Firth	85

July

✓2	Elizabeth A. Martin	82
✓3	Edith M. Chouinard	89
✓7	Catherine Maus	82
✓12	Raymond C. Boulais	60
✓13	Sabina Zwyrbla	76
✓16	Therese A. Przechocki	59
✓17	Esther H. Anderson	87
✓18	Jennie R. Chlebus	84
✓19	Elaine T. Rice	66
✓21	Loretta M. Demetrius	98
✓23	Ernest W. Combs, Jr.	40
✓24	Barbara E. Dumont	55
✓28	Josephine T. Gondek	86

August

✓1	John Anthony	67
✓1	Emil S. Marciniak	80
✓8	Mary A. Slowick	89
✓9	James C. Kissar, Sr.	78
✓13	Edgar F. Gilman	68
✓13	Jennie M. LaGasse	81
✓16	Grace McDonald	79
✓25	Alexander J. Kowalczyk	83
✓25	Nancy M. Walsh	65
✓26	Norma Piccoli	79
✓28	Ruth P. Langevin	93
✓30	Mabel B. Biggerstaff	104

September

✓2	Dennis P. White, Sr.	61
✓4	Raymond Gernon	85
✓5	Katherine M. Church	90
✓7	Taylor C. Hatfield	84
✓7	Esther R. Sarrette	74
✓10	James W. Cook	65
✓15	Thomas J. Kluska	55
✓17	Margaret S. McLean	76
✓17	Elizabeth L. Smith	84

✓19	Evelyn M. Oliver	90
✓26	Bruce R. Pierce	65
✓26	Joao T. Zina	90
✓27	Emilia A. Belisle	79
✓28	Richard A. Novak	61
✓29	Gilda Santini	98

October

✓5	Earl W. Bazley, Jr.	66
✓5	Paraskevia Waleszczynski	86
✓6	Roland J. Leclair	75
✓7	Johanna M. Akkerhuys	93
✓11	Frank E. Calkins	59
✓11	James L. Langlois	39
✓14	Cecelia H. Wolanik	80
✓19	Stephen A. Teczar	84
✓21	Richard R. Russell	58
✓23	Gwenyth M. Mann	1mo. 23 days
✓24	Irene A. Raczka	79
✓25	Bertha A. Henry	96
✓25	Walter Wojtas	76
✓27	Stephanie Molleur	93
✓28	Amelia Baldyga	85

November

✓1	Joseph F. Sablack	90
✓3	Rose M. Pawlin	78
✓6	Madelyn C. Masson	89
✓11	Blanche Sablack	93
✓13	Marian E. Perry	62
✓16	Walter S. Sydla	87
✓17	Edward F. Guzik	79
✓18	William C. DeWitt	88
✓22	Richard J. Denning	79
✓22	Julia A. Hayes	87
✓23	Stella A. Prystupa	89
✓26	Edward G. Hartley	84
✓29	Stanley J. Borkowski	82

December

✓2	Phyllis D. Phillips	83
✓3	Frank B. Korzec	78
✓4	Yvonne M. Jacques	84

✓9	Bertha Wile	92
✓11	Charles F. Jenkins	51
✓11	Emilienne F. Parisien	86
✓14	Mildred C. Lisak	75
✓14	Helen L. Wakeman	95
✓14	Stanley A. Wojtowicz	89
✓15	Richard M. Hawkins	55
✓19	Lucille Pietrowski	67
✓22	Olga E. Hurley	96
✓23	Michael A. Story	30
✓25	Myrtle Davis	104
✓27	Pauline A. Robichaud	72
✓30	Jessie M. Dymek	75
✓31	Leonard Noble	66

Marriages 2003

January

3	Nathan A. Jette	Palmer	Kriten A. Brouillard	Palmer
4	Steven M. Bonavita	Palmer	Laurie A. Connors	Palmer
17	Marc G. Magoni	Ware	Diane M. Magoni	Ware

February

8	George L. Farrington, Jr.	Palmer	Grace L. Houghton	Palmer
15	Russell P. Raymond	Palmer	Diane L. Forcier	Ware
18	Jeffrey D. Staiti	Palmer	Nicole C. Corriveau	Palmer
20	Christopher A. Deslauriers	Palmer	Leah A. Graves	Palmer

March

4	William W. Webb, Jr.	Palmer	Barbara A. Lajoie	Wales
16	David C. Dunn	Springfield	Crystal J. Sherman	Monson

April

5	Michael J. Balsam	Palmer	Julie M. Waltein	Palmer
12	Stephen R. Kwasniewski	Wardsboro, Vt.	Laura M. Pascale	Wardsboro, Vt.
25	Keith P. Lavallie	Hardwick	Carrie A. Peterson	Hardwick
30	Matthew S. Reams	Palmer	Gentri H. Oakes	Palmer

May

3	Thomas J.O'Connor	Palmer	Amanda B. Nowak	Palmer
3	Wayne O. Bouchard	Palmer	Constance M. Ferris	Palmer
3	Robert M. Pafumi, Jr.	Palmer	Sarah J. Duda	Palmer
3	Timothy M. Parker	Palmer	Betty Cardenas	Palmer
10	Damian C. Sarrette	Palmer	Brandy R. Fillmore	Palmer
17	Wayne E. Wilson, Jr.	Palmer	Christine A. Myers	Palmer
24	James A. Brown	Palmer	Michelle L. Hodgdon	Palmer
24	Sean C. Maynard	Palmer	Jennifer A. Clifton	Palmer
30	Erik T. Kaiser	Monson	April N. Crowley	Monson

June

7	Ronald J. Bigda	Palmer	Faith K. Anderson	Palmer
7	Paul M. Demers	NM	Stephanie Kane	NM
7	David E. Thompson	Palmer	Alane D. Riley	Springfield
14	Donald T. Ross	Palmer	Charo R. Capinig	Palmer
14	Louis A. Vivenzio III	Agawam	Jamie L. Siddle	Palmer
20	Christopher S. Fairchild	Sturbridge	Holly A. Gagne	Sturbridge
21	Jonathan C. Bly	Palmer	Rachael F. Wickman	Palmer
21	Jeremiah J. Kos	Palmer	Kate E. Fredette	Palmer
21	Kevin B. Sacco	Hampden	Kelly J. Pobieglo	Hampden
28	Matthew E. Messer	Palmer	Shannon F.E. Kelleher	Palmer
28	Lloyd E. Moore	Palmer	Shala L. Perry	Palmer

July

5	Arthur T. King, Jr.	Palmer	Kimberly B. Bishop	Palmer
12	Alan N. Monat	Brimfield	Susan V. Hancock	Brimfield
19	Michael T. Marcinek	W.Warren	Heather A. Zawalski	Palmer
26	Richard A. Fickett	Palmer	Mary E. Bengle	Palmer

August

2	Harold M. Bose	Palmer	Kathleen A. Cagle	Palmer
9	Joshua P. Jendrysik	Palmer	Rachel A. Erickson	Palmer
9	John F. Wajda	Palmer	Marlene A. Carberry	Palmer
10	Craig M. Blazejowski	Palmer	Laura L. Baldyga	Palmer
10	Edward T. Machnik	Ware	Sheila A. Pajak	Ware
16	Gannon M. Madigan	Palmer	Allison J. Matthieu	Palmer
23	Kevin J. Pratt	E.Brookfield	Sandra A. Wyman	E.Brookfield
30	Raymond P. Quintal, Jr.	Westport	Jennifer M. Morse	Brimfield
30	Corey C. Table	Palmer	Jodi L. Darrah	Palmer

September

5	Derek A. Swallow	Oakham	Jennifer A. Couture	Palmer
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6	William A. Lynch	Palmer	Susan A. Burgess	Palmer
6	Daniel R. Snyder	Palmer	Hope A. Campagna	Palmer
12	John D. Perry	Palmer	Tina L. Doty	Palmer
13	Steven A. Wilk	Palmer	Barbara A. Snow	Palmer
13	Robert E. Williams, Jr.	Palmer	Sarah A. Mayou	Palmer
20	Raeburn L. Scytowski	Palmer	Roxanne S. Lamb	Palmer
27	James E. Baldyga	Palmer	Ruta Jarulyte	Palmer
27	Lewis P. Councilman	Florida	Anita L. Nacsin	Palmer
27	John S. Lebeda	Palmer	Gail M. French	Palmer

October

3	Michael S. Snyder	Palmer	Gigi M. Chasles	Ludlow
4	Scott R. McClean	Palmer	Carly C. Chagnon	Palmer
4	Jason F. Mullen	Palmer	Kathleen Regan	Palmer
11	Ronald G. Jones	Palmer	Kathleen J. Staback	Palmer
11	Scott C. Poulin	Sturbridge	Catherine M. Pikul	Sturbridge
12	William E. Partelo III	Palmer	Kristin D. Birrell	Palmer
18	Ryan H. Betts	New Jersey	Joanne S. Jaworek	New Jersey
18	Donald J. Blais, Sr.	Hampden	Patricia A. Wall	Palmer
18	Nithin V. Eranezhath	Palmer	Rose M. Jackson	Palmer
18	John J. Mercier	Palmer	Melissa S. Smith	Palmer
24	Russell C. Marier	Palmer	Trisha T. Baker	Palmer
25	Ralph E. Ingersoll	Palmer	Diane M. Grise	Palmer
25	Joseph A. Kennedy	Palmer	Kimberly A. Hoy	Palmer
25	Michael P. Kozyra	Brimfield	Nicole E. Leblanc	Palmer
31	Rick E. Troie	Palmer	Rosemarie E. Allen	Palmer

November

1	Anthony B. Motyka	Ludlow	Rita G. Napolitan	Palmer
7	Charles E. St. John, Jr.	Monson	Kimberly A. Gagnon	Monson
22	Richard A. Brown, Jr.	Palmer	Shelly R. Nahkala	Palmer
29	Ahmadi Mkambavange	Palmer	Elizabeth N. Ibwe	Palmer
29	John M. Lacey	Monson	Ekatherina Savenkova	Monson

December

28	Eric R. Prevost	Palmer	Christina Conselino	Palmer
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ANNUAL TOWN MEETING WARRANT **COMMONWEALTH OF MASSACHUSETTS**

Moderator John Dinuovo called the Annual Town Meeting, originally scheduled for June 2, 2003, to order on June 16, 2003 at 7:00 pm at the Palmer High School Auditorium. The Moderator announced that the quorum requirement was present.

ARTICLE 1. Voted:

To fix the compensation of all elected officers of the Town for FY 2004

Moderator	\$200
Selectmen, Members	\$2,300 each
Treasurer	\$8,102
Collector	\$46,041
Town Clerk	\$46,041
Board of Assessors, Members	\$2,100 each
Board of Health, Members	\$2,100 each

ARTICLE 2.

Voted: No Action on this article. This article was funded at the Special Town Meeting on June 2, 2003.

ARTICLE 3.

Voted: To transfer from available funds a sum to fund various FY 2003 line items:

<u>From Account</u>	<u>To Account</u>	<u>Amount</u>
Principal CSO	Group Health Insurance	\$147,283.69
Interest CSO	Group Health Insurance	\$33,803.55
Interest CSO	Ban Paydown	\$5,330.71
Interest Bond VII	Ban Paydown	\$2,914.19

ARTICLE 4.

Voted: To adopt the following proposed line item budget for fiscal year 2004:

ARTICLE 5.

Voted: Unanimous To transfer from available funds a sum of money \$132,000 for certain capital projects:

School Department Generator/Emergency Lights at Converse Middle School	\$70,000
School Department Server Upgrades	\$20,000
Police Department Upgrade of Telecommunications	\$40,000
Computer Systems Administration Equipment Upgrades	\$2,000

ARTICLE 6.

Voted: To raise and appropriate the sum of \$6,168 for senior services and community mental health and social services for Palmer residents through the following programs: The Greater Springfield Senior Services, Inc.; The Valley Human Services.

ARTICLE 7.

Voted: As Amended MGL Chapter 44, Section 53 E ½ to continue a Revolving Fund for the purpose of receiving revenues from gate receipts and associated fees relative to Legion Field and make disbursements in connection with the authorized expenses related to Legion Field. The Park Commission or designee is authorized to expend from this fund, but no more than \$ 20,000 without further appropriation for authorized expensed related to Legion Field. The Park Commissioners or their designee shall authorize all expenditures of funds from this account. Funds will be used in direct support of expenses related to lights on Legion Field. Funds may be used for the following:(police and events specific costs) electricity, wages of staff, materials necessary for maintaining Legion Field, and debt service. The amount of funds to be expended from this account in FY 2003 shall not exceed \$20,000 unless such additional amounts are recommended by the Board of Selectmen.

ARTICLE 8.

Voted: MGL Chapter 44, Section 53 E ½ to continue a Revolving Fund for the purpose of receiving all revenues from Medicaid and all revenues received from health insurance companies for special needs children and make disbursements in connection with the authorized duties of the School Department. The School Superintendent or his/her designee is authorized to expend from this fund, but no more than \$250,000 without further appropriation for special needs education.

ARTICLE 9.

Voted: MGL Chapter 44, Section 53 E ½ to establish a Revolving Fund for the purpose of receiving revenues fees relative to Burleigh Park Summer Program and make disbursements in connection with the authorized expenses related to Burleigh Park. The Recreation Committee or designee is authorized to expend from this fund, but no more than \$40,000 without further appropriation for authorized expensed related to the Burleigh Park Summer Program.

ARTICLE 10.

Voted: MGL Chapter 44, Section 53 E ½ to establish a Revolving Fund for the purpose of receiving revenues fees relative to Palmer Senior Center and make disbursements in connection with the authorized expenses related to Palmer Senior Center. The Director of the Council on Aging or designee is authorized to expend from this fund, but no more than \$50,000 without further appropriation for authorized expensed related to the Senior Center program.

ARTICLE 11.

Voted: Unanimous. To amend the zoning by-laws as follows:

Article II - Definitions:

Amend the definition for Outdoor Commercial Recreational Use in the following manner:

Delete the word country after”but not limited to any of the following uses”:

Article IV – Section 171.15 – Mixed Uses:

Delete in its entirety.

Article V – Section 171.28 – Special Permits – Paragraph B. 6:

Delete in its entirety.

Article V – Section 171.29 – Site Plan Approval D. - Section IV (a)

Amend in the following manner: delete the word exists and insert the word exits.

Article VI – Section 171.37 – Separation of Lots

Delete this section in its entirety.

Article VI. Section 171.41 - Other General Dimensional and Density Provisions – Paragraph 4.

Delete in its entirety.

Article XV – Section 171.81 – Home Occupation Special Permit Criteria – Paragraph 6.

Amend in the following manner: Change from:

6) all goods sold must be produced or manufactured on the premises,

To:

6) all goods sold must be produced or manufactured on the premises, or must be an accessory item to such goods, or to the services provided on the premises.

Article XV – Section 171.92 – Self Service Storage – Paragraph c.

Amend in the following manner:

Change from:

c. Internal circulation. The internal circulation between buildings must be wide enough so that there is a 12-foot wide travel lane for emergency vehicles to pass while tenant's vehicles are parked at their storage areas.

To:

c. Internal circulation. The internal circulation between buildings must be adequate to provide access for emergency vehicles.

Article XVIII – Section 171.95 –Off Street Parking and Loading Requirements (B) General Lot Design c. 3.

Amend in the following manner:

Change from:

3. Parking areas shall not be located within twenty (20) feet of the street line of any lot.

To:

3. Whenever feasible, parking areas shall not be located within twenty (20) feet of the street line of any lot.

Section 171.96 Table of Off Street Parking Regulations

Amend in the following manner:

Add the following category:

Outdoor recreational use: 1 per three (3) persons attending during peak hours.

Or act in relation thereto.

Submitted by the Planning Board

ARTICLE 12.

Voted: As Amended: To designate Robinson Road as a scenic road.

ARTICLE 13.

Voted: No action taken on this article (conduct a cost/benefit analysis on the consolidation of the four fire districts.)

ARTICLE 14.

Voted: No action taken on this article (conduct a cost/benefit analysis on the consolidation of the four water districts.)

ARTICLE 15.

Voted: No action taken on this article (purchase a parcel of land and grant custody care and control to the Palmer Conservation Commission.)

ARTICLE 16.

Voted: No action taken on this article (Economic area Thorndike Village EOA).

ARTICLE 17.

Voted: No action taken on this article (HIS Woodworking located within the Main St. Thorndike Village EOA in Palmer.)

ARTICLE 18.

Vote: Unanimous to borrow the sum of \$540,000, in addition to the \$3,889,000 previously appropriated for the construction of an addition to and/or remodeling, reconstruction and making ordinary repairs to the Palmer Public Library, and to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow therefore and to issue bonds and/or notes that may be necessary for such purpose under the provisions of Chapter 44, Section 7 of the Massachusetts General Laws.

The meeting was adjourned and the warrant dissolved at 10:30 P.M. and so declared by the Moderator.

A true copy
ATTEST

Town Clerk

SPECIAL TOWN MEETING WARRANT
COMMONWEALTH OF MASSACHUSETTS

Hampden, ss:
To Any Constables of the Town of Palmer:

GREETINGS: In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn all the inhabitants of the Town of Palmer, qualified to vote in Town affairs, to

meet at the Palmer High School, Main Street, Thorndike in said Palmer on Monday, June 2, 2003 at seven o'clock in the evening to act on the following articles:

ARTICLE 1. To see if the Town will vote to transfer from available funds a sum of to pay previous year's bills; or take any other action relative thereto:

Submitted by the Board of Selectmen.

ARTICLE 2. To see if the Town will vote to transfer from available funds a sum to fund various FY 2003 line items; or take any other action relative thereto:

Submitted by the Board of Selectmen

ARTICLE 3. To see if the Town will vote to adopt a bylaw to allow estate lots in the town of Palmer, MA:

1. Estate lots shall be a minimum of 4 acres.
2. Estate lots shall be allowed within all zoning districts of the Town of Palmer.
3. Each estate lot shall have a minimum frontage of 40ft. and an access strip, which can be passed along a continuous line from the frontage of the lot to any point of the proposed dwelling on the lot without the circumferences of the circle intersecting any lot lines. No buildings or accessory buildings will be allowed in the access strip.
4. Driveway shall be a minimum of 15 ft. wide.
5. Driveway shall be 10 ft. from any property lines.
6. Access strip shall be a maximum of 1500 ft. from road frontage.
7. Any building or accessory building must be a minimum of 100 ft. from any property line.
8. There shall be a minimum 200 ft. set back from the road frontage to any building or accessory building.
9. Estate lots shall meet requirements as shown of the attached sketch (see Figure A.).

Submitted by John Morrison, Petitioner and Messrs. Lizak, Kohoszyna, Duke, Janosz, Wasiuk, Coache and Madames Kinsella, Lamb, Coache et al.

ARTICLE 4. To see if the town will amend the Code of the Town of Palmer Section 178-5 be deleting said section and inserting in place thereof the following new section: or act in relation thereto.

Submitting by the Board of Selectmen

ARTICLE 5. To see if the town will amend the Code of the Town of Palmer Section 90-3 by deleting \$30.00 and inserting \$50.00; or act in relation thereto.

Submitted by the Board of Selectmen

ARTICLE 6. To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, or donation or eminent domain a certain parcel of land shown as Drainage Easement "A" on a plan entitled "Plan of Land in Depot Village, Palmer, MA" bounded and described as follows:

Beginning at an iron pin on the southerly line of Nipmuck Street and the northwesterly corner of land to be described, thence running;

NORTHEASTERLY	In a curve to the right with radius of two hundred thirty one and 90/100 feet (231.90') along said street, a length of fifty three and 58/100 feet (53.38') to a point, thence turning and running;
S 09° 55' 02" W	Fifteen and 00/100 feet (15.00') within land of said Ernest & Elsie Osterman to a point, thence turning and running;
S 73° 27' 51" W	Fifty and 00/100 feet (50.00') within land of said Osterman to a point, thence turning and running;
N 23° 09' 16" W	Fifteen and 00/100 feet (15.00') within land of said Osterman to the point of beginning.

Including the perpetual right to discharge drainage upon land southerly of Drainage Easement "A"; or act in relation thereto.

Submitted by the Board of Selectmen.

ARTICLE 7. To see if the Town will vote to transfer a sum from the Fiscal Year 1996 Overlay Reserve to the Overlay Surplus Account; or act in relation thereto.

Submitted by the Board of Assessors.

ARTICLE 8. To see if the town will vote to transfer a sum from the Overlay Surplus Account fund GIS mapping updates in the Board of Assessors office; or act in relation thereto.

Submitted by the Board of Assessors.

You are hereby directed to serve this warrant by posting up attested copies in some one public place in each of the four villages of the Town known as Depot Village, Thorndike, Three Rivers and Bondsville, fourteen days at least before holding of said meeting.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hand this _____ day of _____, 2003

BOARD OF SELECTMEN

Michael P. Strzemienski, Chair

TOWN OF PALMER

Todd M. Smola, Vice-Chair

I have this date posted copies in one public place in each of the four villages of the Town known as Depot Village, Thorndike, Three Rivers and Bondsville and in the Palmer Town Building.

DATE	TIME	CONSTABLE
------	------	-----------

Annual Town Meeting Warrant
Commonwealth of Massachusetts

The Annual Town Meeting of June 2, 2003 was called to order at the Palmer High School Auditorium at 7:00 PM by the Moderator John Dinuovo. The Moderator announced that the quorum for Annual Meeting was not present the meeting would be adjourned until June 9, 2003 by Charter.

The Special Town Meeting of June 2, 2003 was opened at 7:05 PM at the Palmer High School Auditorium by the Moderator John Dinuovo. The Moderator stated that a quorum was present for a Special Town Meeting.

Following are the results:

ARTICLE 1. Unanimous. transfer from free cash the sum of \$160.83 to pay the following previous year's bills:

Park Truck & Equipment	\$97.90
Lawson Products, Inc	\$62.93

ARTICLE 2. Voted: To transfer from available funds a sum of \$37,055.00 to fund various FY 2003 budget line items as follows:

Transfer

From	Amount	To	Amount
WWTP Salaries	\$750.00	Unemployment	\$750.00
WWTP Salaries	\$4,000.00	WWTP Overtime	\$4,000.00
WWTP Salaries	\$452.00	Group Health Ins	\$452.00
Library Salaries	\$14,843.00	Library Expenses	\$14,843.00
WWTP Salaries	\$1,500.00	Gas Inspector Salary	\$1,500.00
WWTP Salaries	\$15,510.00	Medicare Tax	\$15,510.00

ARTICLE 3. Indefinitely Postponed. To adopt a bylaw to allow estate lots in the town of Palmer, Ma.

ARTICLE 4. Voted: To amend the Code of the Town of Palmer Section 178-5 by deleting said section and inserting in place thereof the following new section:

Town of Palmer
BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL PROPERTY

New Dwelling:

25¢ per square foot for each floor including basement; including basement for Split Level, Tri-Level & Raised Ranches.

Minimum Fee of \$250.00 per single-family dwelling.

Minimum fee of \$250.00 for the first unit & \$150.00 for each additional unit for multi-family dwellings.

Garages, Breezeways & Barns:	25¢per square foot. Minimum Fee \$50.00
Carports:	25¢per square foot. Minimum Fee \$50.00
Pools	Above Ground-\$45.00 / In Ground-\$75.00
Decks, Patios, Porches and Handicapped Ramps:	15¢per square foot. Minimum Fee \$35.00

Roofs, Siding and Installation of New Window:	\$35.00
Windows and/or Roof and/or Siding:	\$70.00
Windows, Siding and Roof:	\$105.00

Replacement of Mobile Home:	\$200.00
------------------------------------	----------

Temporary Mobile Home due to fire or during construction: \$75.00

COMMERCIAL, BUSINESS 7 INDUSTRIAL PROPERTY

25¢ Per square foot for new building construction-Minimum Fee \$500.00

25¢ Per square foot for accessory building or additions-Minimum Fee \$200.00

15¢Per square foot for renovations of existing structures-Minimum Fee \$200.00

MISCELLANEOUS

Signs: \$35.00

Sheds: \$35.00

Wood Stoves & Chimneys: \$35.00

DEMOLITION

15¢ Per square foot. Minimum Fee \$35.00

RE-INSPECTIONS-\$30.00

HOUSING INSPECTIONS- \$75.00 + \$2.00 PER UNIT

ARTICLE 5. Voted: To amend the Code of the Town of Palmer Section 90-3 by deleting \$30.00 and inserting \$50.00.

ARTICLE 6. Unanimous. To authorize the Board of Selectmen to acquire by gift, or donation or eminent domain a certain parcel of land shown as Drainage Easement "A" on a plan entitled "Plan of Land in Depot Village, Palmer, Ma" bounded and described as follows:

Beginning at an iron pin on the southerly line of Nipmuck Street and the northwesterly corner of land to be described, thence running;

NORTHEASTERLY In a curve to the right with radius of two hundred thirty one and 90/100 feet (231.90') along said street, a length of fifty-three and 58/100 feet (53.38') to a point, thence turning and running;

S 09° 55' 02" W Fifteen and 00/100 feet (15.00') within land of said Ernest & Elsie Osterman to a point, thence turning and running;

S 73° 27' 51" W Fifty and 00/100 feet (50.00') within land of said Osterman to a point, thence turning and running.

N 23° 09' 16" W Fifteen and 00/100 feet (15.00') within land of said Osterman to the point of beginning.

Including the perpetual right to discharge drainage upon land southerly of Drainage Easement "A"; or act in relation thereto.

ARTICLE 7. Voted: To transfer the sum of \$12,000 from the fiscal year 1996 overlay reserve to the overlay surplus account.

ARTICLE 8. Voted: To transfer the sum of \$12,000 from the overlay surplus account to fund GIS mapping updates in the Board of Assessor's office.

The meeting was adjourned and the warrant dissolved at 7:15 PM and so declared by the Moderator.

The Town Clerk opened the Town Meeting on June 9, 2003 at the Palmer High School Auditorium, at 7:00 PM. No quorum being present the Meeting was adjourned to June 16, 2003.

SPECIAL TOWN MEETING WARRANT
COMMONWEALTH OF MASSACHUSETTS

The Special Town Meeting of November 17, 2003 was called to order at the Palmer High School Auditorium at 7:00 PM. A quorum was present call of meeting and officer's return of service in order. Due to the absence of moderator the first order of business was to elect a temporary moderator. Nominations from the floor were made and seconded and nominations were closed, electing Patricia C. Donovan temporary moderator.

ARTICLE Voted:

To transfer from Free Cash or available funds, a sum of money to pay unpaid bills from a previous fiscal year.

Towne and Country Gardens	\$306.91
Connecticut Radio, Inc.	\$2,200.00
Three Rivers Water Department	\$1,113.50

ARTICLE 2 Voted:

To authorize the Board of Selectmen to accept as a gift the property currently owned by the Friends of the Palmer Public Library, Inc. located at 1018 Foster Street, Palmer, MA and identified as Map 57, Lot 77 consisting of approximately 5,765 square feet.

ARTICLE 3 Voted: Unanimous

To transfer from the Stabilization Fund the sum of \$60,000. to purchase and equip two police cruisers.

ARTICLE 4 Voted:

To transfer \$400.00 from Council on Aging Account #015412.52222 to the part-time salaries Account #015411-51104.

ARTICLE 5 Voted: AS AMENDED

To authorize the School Department to use all transfers and remaining balances in the Facilities Repair Account#303104.58900 for general extraordinary maintenance of the school buildings, specifically to replace the univents in the HVAC system at Converse Middle School and with any remaining balance, to replace the wall pads in the gymnasium at Converse Middle School.

ARTICLE 6 Voted:

To transfer from available funds the sum of \$14,000. to supplement the Park Department Salary Account #016501.51102.

ARTICLE 7 Voted:

To transfer from free cash \$1,308.24 representing interest earned on the Facilities Repair Account #303104.58900 outstanding balance June 30, 2003 and transfer said sum to the Facilities Repair Account #303104.58900.

ARTICLE 8 Voted: AS AMENDED

To transfer from free cash the sum of \$19,176.00 to supplement cemetery part-time/seasonal labor salary acct.

ARTICLE 9 Voted:

To transfer from free cash \$215, 219.00 to reduce the tax levy.

ARTICLE 10 Voted:

To transfer from free cash the sum of \$10,000. to fund the Police Overtime Account #012101.51103.

ARTICLE 11 Voted:

To transfer an amount to fund consulting services of Sullivan and Rogers & Company, LLC.

ARTICLE 12 Voted: 35 in favor; 22 opposed, Article Fails requires 2/3 majority.

To amend the Town of Palmer zoning by-law as follows:

Amend Section 171.35 Table of Dimensional and Density Regulations in the following manner:

Insert the following section in the appropriate location in the Table:

Townhouse or Condominium Or multi-family units	HB	GB	NB
Minimum Lot Area (Square Feet)	20,000 per unit or family.	20,000 per unit or family	Not Permitted
Minimum Lot Frontage & Minimum Lot Width (Feet)	400'	400	NA
Minimum Lot Depth (Feet)	500'	500'	NA
Minimum Front Yard (Feet)	50'	50'	NA
Minimum Side Yard (Feet)	75'	75'	NA
Minimum Rear Yard (Feet)	75'	75'	NA
Maximum Building Coverage (Percentage)	50%	50%	NA

Amend Section 171.35 Table of Dimensional and Density Regulation in the following manner:

Amend Note to read:

NOTE: Any lot in any business or industrial district that is being utilized for a residential use that is not specifically listed in the Table of Dimensional Requirements, shall conform to the lot size requirements and setback requirements as specified for the zoning district of the surrounding residential neighborhood.

ARTICLE 13 Voted:

To vote to designate the following described land an Economic Opportunity Area (EOA) as provided for under MGL C. 23A SS3A to 3H and to be called the Thorndike Street Depot Village EOA for a term of not more than fifteen (15) years; to provide property tax relief in the form of a Tax Increment Financing (TIF), 5% Investment Tax Credit and/or 10% Abandoned Building Tax Deduction for certified projects. Said property is known as the Ocean State Job Lot of MA2003, LLC, and OSJ of Palmer, LLC located in the Depot Village in the town of Palmer, MA, Map 19, Lot 41.

ARTICLE 14 Voted:

To approve a Certified Project Application submitted by Ocean State Job Lot of MA2003, LLC and OSJ of Palmer, LLC, located within the Thorndike Street, Depot Village EOA in Palmer, MA. Said approval will provide local and state tax relief to promote economic development in accordance with MGL C. 23A, SS3A-3H. In addition, the Project Certification application confirms:

1. The project, as proposed, is consistent with and can reasonably be expected to benefit significantly from inclusion as a certified project.
2. The project, as described in the Project Certification Application, will increase employment opportunities for residents of Palmer.
3. The town request that this project be designated as a certified project for a term of fifteen (15) years at the respective percentage exemption as follows:

Year 1 – 100%
Year 2 – 100%
Year 3 - 90%
Year 4 – 90%
Year 5 – 80%
Year 6 – 70%
Year 7 – 60%
Year 8 – 50%
Year 9 – 40%
Year 10 – 30%
Year 11 – 20%
Year 12 – 10%
Year 13 – 5%
Year 14 – 1%
Year 15 --1%

ARTICLE 15 Voted:

To petition the legislature to file the following special legislation:

An act authorizing the licensing authority of the Town of Palmer to issue an additional license for the sale of all alcoholic beverages to be drunk on the premises located at Depot Street, Palmer

Section 1. Notwithstanding the provisions of section seventeen of chapter one hundred and thirty-eight of the General Laws, the licensing authority in the Town of Palmer is hereby authorized to issue a license for the sale of ALL alcoholic beverages to be drunk on the premises under the provision of section twelve of said chapter one hundred and thirty-eight to Blake Lamothe. Said license shall be subject to all the provisions of said chapter one hundred and thirty-eight, except said section seventeen; provided, however, that the licensing authority shall not approve the transfer of said licenses to any other persons, organization, corporation or location for not less than one

year; and provided further, that the license issued due to census reapportionment under the provisions of said section seventeen.

Section 2. This act shall take effect upon its passage.

The meeting was adjourned and the warrant dissolved at 8:35 P.M. and so declared by the Moderator.

A true copy
ATTEST

Town Clerk

TOWN OF PALMER
TREASURER
BANK BALANCE AS OF JUNE 30, 2003

BANK	TYPE	AMOUNT
CASH		\$ 2,015.28
BANK OF WESTERN MASS	HOLDINGSWEEP	\$ 222,329.27
BANK OF WESTERN MASS	TRUST FUND	\$ 35,991.05
BANK OF WESTERN MASS	PAYROLL	\$ 38,076.40
COUNTRY	DIAMOND/CASCADE	\$ 149.03
COUNTRY	ARTS/LOTTERY	\$ 2,715.23
COUNTRY	COMM. DEVEL. #1	\$ 7.62
COUNTRY	COMM. DEVEL. #2	\$ 8,012.28
COUNTRY	COMM. DEVEL. #3	\$ 16,774.62
COUNTRY	DOG OFFICER	\$ 1,796.68
COUNTRY	LIBRARY	\$ 263,273.35
CITIZENS	STABILIZATION	\$ 810,746.51
M.M.D.T.	STABILIZATION	\$ 1,148,302.24
M.M.D.T.	GENERAL	\$ 2,989,808.64
BOSTON SAFE	VENDOR	-\$ 384,300.35
BOSTON SAFE	HOLDING/SWEEP	\$ 47,642.81
FLEET	GENERAL	\$ 565,836.02
FLEET	HOLDING	\$ 396,993.04
WARE CO-OPERATIVE	LIBRARY	\$ 71,920.59
MONSON SAVINGS	LIBRARY	\$ 72,674.87

NORTH BROOKFIELD	LIBRARY	\$ 72,961.70
NORTH BROOKFIELD	GENERAL	\$ 10,433.68
GALAXY	CEMETERY	\$ 42,884.09
UNIBANK	TRUST FUND	\$ 32,346.69
UNIBANK	STUDENT ACTIVITY	\$ 229,141.71
UNIBANK	HOLDING	\$ 822,634.78
UNIBANK	GENERAL	\$ 834,119.83
EASTERN	DEBT SERVICE	\$ 12,790.06
ING	CEMETERY	\$ 215,726.28
MASS MUTUAL	CEMETERY	\$ 81,206.93
	TOTAL	\$ 8,665,010.93

Respectfully submitted,

Roger E. Brach, Treasurer

DEPARTMENT OF VETERANS' SERVICES

The budget for the Veterans' Services was once again level funded for FY 03-04. I appreciate the efforts of the Finance Committee members and would like to thank them for an adequate budget. On February 19, 2003, Veterans' Service Officer Peter E. Pappas informed the Board of Selectman that he was retiring at the end of the fiscal year, June 30, 2003. Mr. Pappas had served in this capacity since February 19, 2001, and after twelve years and five months he felt that he had reached his limitations. His announcement and decision was met with regret, the Board of Selectman thanked him for his services to the town and wished him a long and happy retirement.

The Board of Selectman appointed a Search and Interview Committee and I was appointed on July 1, 2003 to fill the position.

Although there are many questions that we can and do answer, there are many times when these questions can also be answered by calling the Department of Veterans' Affairs at 1-800-827-1000, which connects the caller directly to the Regional Office in Boston. There is also a VA Office at 25 Bond Street in Springfield and that number is 413-731-6000.

In keeping with the previous Annual Reports, I have recorded the following business for FY'2003

Office Visits	507	Requests for GI Loan Applications	4
Telephone Calls	973	Requests for Medals (from WWII to present	5
Requests for Discharges	33	Request for Bonus Applications:	

Korean: 1 Vietnam: 7 Persian Gulf: 3

Applications for new Veterans Cemetery 56
Applications for Government Headstones 33
Veterans Deaths 41

Providing office hours during the day has made it possible for older veterans and widows to have easier access to our services. Appointments are made for those who can't visit during normal hours of operation.

PENDING LEGISLATION:

There is before the legislatures at the present time, a bill that would change the definition of a Veteran and if passed there would be an increase in the number of veterans eligible for benefits under Chapter 115, M.G.L..

In closing, I wish to thank Acting Town Administrator Patricia Kennedy and my fellow employees in the Town Administrative Building for their cooperation and last but not least, the Board of Selectman, who have given me the opportunity to serve my fellow Veterans.

Respectfully Submitted,

MARK A. AVIS
Veteran Service Officer
Graves Registration Officer
Burial Agent

PALMER WATER POLLUTION CONTROL FACILITY ANNUAL REPORT

The Combined Sewer Overflow (CSO) Project has been 90% completed with only a small number of overflows to block off in Depot Village. The construction has been inconvenient to many but the treatment plant has begun to see the benefits of the project. The flows have been reduced during significant rainfalls, which in turn means that the storm water that was separated from this project is going to the river and the sanitary sewerage is coming to the treatment plant just what the project was done for.

On the subject of storm water, the treatment plant received its EPA Storm Water Multi-Sector Permit in March of 2003. We have purchased filters for the elimination of contaminants in the plant's storm water so we can now move ahead with what is called a No Exposure Certificate for Exclusion from NPDES Storm Water Permitting.

The treatment plant has a June 7, 2004 deadline to meet for the removal of copper from the plants effluent. The towns consulting engineering firm, Tighe & Bond has already submitted the town's plan to reduce the copper in the effluent.

The biggest problem that we have encountered was the closing of Cascade/Diamond as they were one of the largest accounts that paid a sewer user fee. The town lost around \$120,000 in revenues from the closing of Cascades and combined with federal and state fiscal problems, made it necessary to raise the sewer user fee so the treatment plant could continue to meet our permit and also begin a process of upgrading the plant's infrastructure that has been neglected in the past.

I would also like to thank the other Town departments that have helped us throughout the course of the past year and look forward to another year of cooperation.

Lastly, I would like to thank the entire staff at the plant for their complete cooperation, support, and professionalism that they display on a daily basis. **THANK YOU!!!**

Respectfully submitted,
Gerald Skowronek
Superintendent

REPORT OF THE WIRING INSPECTOR

To the Honorable Board of Selectmen:

As Wiring Inspector for the Town of Palmer, I hereby submit the following annual report for inspections made by me for the year 2003:

Residential	199
Commercial	17
Industrial	10
Other	11

Respectfully Submitted,
Stanley J. Pietryka
Wiring Inspector

TOWN ACCOUNTANT ANNUAL REPORT

STATEMENT OF CASH DISBURSEMENTS

GENERAL FUND

Year Ending June 30, 2003

GENERAL GOVERNMENT

<u>Moderator</u>	229.00	229.00
Charter Commission Salaries	4,336.50	
Charter Commission Expenses	2,940.15	7,276.65
SELECTMEN:		
Board Salaries	10,194.00	
Executive Secretary Salary	54,999.88	
Selectmen's Clerical	44,360.00	
Pay Adjustment Account	36,554.84	
Travel & Conference	2,204.92	
Education	775.00	
Town Meeting Expenses	694.38	
Copier Rental	7,614.06	
Dues	2,165.00	
Up Date Town Code	901.79	
Service Contracts/Maintenance	1,691.52	
Subscriptions	1,377.66	
Drug & Alcohol Testing	274.00	
Maint of Three Rivers Control	17,892.00	
		<hr/> 181,699.05
Audit of Municipal Accounts	14,500.00	14,500.00
Maint of Three Rivers Control	65.00	65.00
Finance Committee Seminars	50.00	
Finance Committee Dues	170.00	220.00
Reserve Fund	7,955.00	7,955.00
TOWN ACCOUNTANT:		
Salary	44,570.00	
Clerical	24,453.00	
Travel/Conference/School	899.64	

Dues	<u>70.00</u>	69,992.64
COMPUTER SYSTEM ADMINISTRATION:		
Part-time Computer Maintenance Salary	10,000.00	
Computer upgrade	300.00	
Computer Training	768.00	
Software	5,941.40	
Maintenance Agreement	22,894.00	
Supplies	<u>1,618.41</u>	41,521.81
CAPITAL OUTLAY		
GIS System	740.68	
Equip/Assessors	2,274.95	
Equipment	620.37	3,636.00
TOWN TREASURER:		
Salary	7,790.00	
Clerical	47,807.00	
Office Expense & Supplies	215.00	
Travel/Dues	189.06	
Checking	747.03	
Tax Title	4,350.00	
Disclosure	1,500.00	
Financial Advisory Fees	<u>55.00</u>	62,653.09
TAX COLLECTOR:		
Salary	44,269.68	
Clerical	44,915.96	
Office Expense & Supplies	2,403.98	
Travel/Dues/Miscellaneous	233.87	
Collector Title	<u>5,540.01</u>	97,363.50
TOWN CLERK:		
Salary	45,570.00	
Clerical	25,826.99	
Office Expense & Supplies	238.94	
Travel/Dues	519.21	
Binding	185.00	
Out-of-State Travel	222.39	
Dog Licenses	<u>683.09</u>	73,245.62
ELECTION & REGISTRATION:		
Registrar's Salaries/Clerk	4,408.00	

Clerical	13,254.00	
Election Officers	9,965.94	
Ballots/Supplies/Forms	1,040.56	
Postage	1,498.45	
Travel	708.66	
Program Card Reader	2,065.98	
Maintenance Contract	685.00	
Bookbinding	191.21	
Registration and Listing	1,268.00	
Encumbered	4,312.93	39,398.73
ASSESSORS:		
Board Salaries	9,711.00	
Assistant Assessor Salary	40,290.00	
Clerical	39,966.00	
Photostats	1,178.00	
Dues	227.00	
Office Expenses/Supplies/Postage	228.50	
Travel/Dues	2,424.43	
Binding	150.00	94,174.93
Re-valuation Services	9,900.00	9,900.00
LAW & CLAIMS:		
Salary of Town Counsel	20,800.00	
Special Legal Services	7,391.94	
Town Counsel Service	11,820.00	
Labor Counsel Contract Neg.	4,961.00	44,972.94
LICENSE COMMISSION:		
Clerical	700.00	
Travel	300.00	
Unpaid bills of a prior yr	267.06	1,267.06
MEMORIAL HALL:		
Custodian's Salary	7,691.00	
Electricity/Water/Sewer Fee	2,775.27	
Fuel	3,929.08	
Repairs	1,500.00	
Elevator Repairs	510.90	16,406.25
PALMER TOWN BUILDING:		
Custodian	19,402.00	

Flag poles	700.00	
Unpaid Bills of a Prior Yr	746.82	
Electricity/Water	17,424.18	
Fuel	3,441.32	
Repairs	<u>7,280.54</u>	48,994.86
CONSULTING ENGINEER:	6,991.59	6,991.59
PLANNING BOARD:		
Planner Salary	40,240.00	
Clerical	16,833.00	
Consulting Engineer	240.00	
Print by-laws	25.50	
Legal Notices	718.31	
Misc	253.45	
Seminars	519.00	
Travel/Dues	<u>566.27</u>	59,395.53
BOARD OF APPEALS:		
Recording Secretary	3,816.12	
Public Notice	<u>56.88</u>	3,873.00
COUNCIL ON AGING:		
Salary of Director	31,200.00	
Full Time	18,922.80	
Part Time	24,953.00	
Travel/Dues	<u>1,692.86</u>	76,768.66
Greater Springfield Senior Services	1,168.00	1,168.00
CENTRAL PURCHASING:	16,485.25	16,485.25
CENTRAL PURCHASING-TELEPHONE:	32,273.41	32,273.41
CENTRAL PURCHASING - POSTAGE:	21,000.00	21,000.00
TOTAL FOR GENERAL GOVERNMENT		1,025,921.92

PROTECTION OF PERSONS AND PROPERTY
POLICE:

Chief of Police-Salary	71,423.68	
Salaries	1,131,866.84	
Overtime	156,660.22	
Part Time Salaries	497.87	
Seasonal	230.00	
DARE	1,995.89	
Office Expense & Supplies	2,865.65	
Lock-up Expense	3,092.01	
Chief's Exp	1,067.25	
Officer's Training School	11,989.29	
Uniforms	14,425.12	
Electricity	450.82	
Equipment	247.50	
Maint of cruisers	20,571.52	
Radio Repair	2,545.24	
Computer Maint	14,988.74	
E911 Maint	388.75	
Travel	477.85	
unpaid bills of prior year	35.00	
Dues	1,256.00	
Ammunition	365.00	
Misc	(1,666.23)	
Pager Lease	3,857.24	
Medical	1,912.57	
Film /Photo	1,093.90	1,442,637.72
Police Cruisers	53,822.38	53,822.38
CIVIL DEFENSE:		
Salary	705.00	
Supplies	195.00	
Travel/Training	80.29	
		980.29
FOREST WARDEN:		
Salary	4,077.96	
Bills of a prior year	97.90	4,175.86
Out of District Fires	400.00	400.00
FORESTRY DEPARTMENT:		
Labor	2,202.00	
Supplies & Repairs	1,959.37	

Equipment Hire	10,125.00	
Tree & Stump Removal	<u>2,000.00</u>	16,286.37
SEALER:		
Salary	2,497.00	
Travel	<u>183.37</u>	2,680.37
DOG OFFICER:		
Salary	17,560.00	
Boarding of Dogs	1,155.00	
Destroying of Dogs	280.00	
Electricity	333.72	
Fuel	795.38	
Telephone	160.58	
Van Repairs	<u>82.32</u>	20,367.00
GAS INSPECTOR:	2,220.00	2,220.00
CONSERVATION COMMISSION EXPENSES:		
Dept Head	10,000.13	
Salary	6,910.58	
Mileage	272.77	
Dues	685.00	
Maint of Land	68.75	
Land mgmt	<u>893.12</u>	18,830.35
WIRE INSPECTOR:		
Salary	8,608.20	8,608.20
HISTORICAL COMMISSION:	230.00	230.00
BUILDING INSPECTOR:		
Salary	39,193.00	
Inspections	<u>440.72</u>	39,633.72
TOTAL FOR PROTECTION OF PERSONS & PROPERTY		<u>1,610,872.26</u>
HEALTH & SANITATION		
BOARD OF HEALTH:		
Board Salaries	9,609.00	

Clerical	18,844.00	
Conferences	494.61	
TB Active	15.00	
Clinics	573.99	
Vital Statics	56.00	
		29,592.60
Milk Inspector		
Salary	448.00	448.00
Vermin Control-		
Salary	543.50	543.50
PLUMBING INSPECTOR:		
Salary	5,320.80	5,320.80
ANIMAL INSPECTOR:		
Salary	1,405.56	1,405.56
FY02 Valley Human Services	5,000.00	5,000.00
WASTE REMOVAL:		
Municipal Solid Waste Removal	9,733.27	9,733.27
Recycling/Scrap Metal	5,456.24	5,456.24
Groundwater Monitoring	7,000.00	7,000.00
GENERAL SEWER MAINTENANCE:		
Repairs	4,159.76	
Trunkmain Cleaning	1,811.25	5,971.01
WASTEWATER TREATMENT PLANT:		
Superintendent's Salary	41,493.83	
Salaries	320,564.92	
Overtime	27,929.80	
Chemicals	129,915.71	
Electricity	144,760.26	
Fuel	16,442.61	
Telephone	4,703.54	
Equipment Maintenance	48,062.25	
CSO Maintenance/Equipment	15,479.64	
Lab Supplies	22,803.20	
Miscellaneous Supplies	901.28	

Clothing	3,144.98	
Maintenance of Railroad Crossings	6,756.62	
Water	1,240.00	
Dues/Travel	3,851.20	
Medical	179.55	
Aeration	10,875.00	
Quaboag Co-op Project	91.92	
Pretreatment Program	<u>2,966.99</u>	802,163.30
Unpaid Bills of a Prior Year	62.93	62.93
Wastewater Treatment Plant- Sludge Disposal	222,567.70	222,567.70
TOTAL FOR HEALTH AND SANITATION		<u>1,095,264.91</u>
<u>HIGHWAYS</u>		
HIGHWAY SALARIES:		
Superintendent's Salary	40,826.49	
Clerical	19,044.00	
Labor	358,103.13	
Overtime	<u>15,000.00</u>	432,973.62
GENERAL HIGHWAY MAINTENANCE:		
Gas/Oil/Fuel	19,066.38	
Lights	8,980.76	
Diesel Fuel Tax	1,600.00	
Supplies/Equipment/Repairs	20,647.84	
Street Markings	14,897.99	
St Signs	3,249.13	
Concrete	5,587.44	
Surface Treatment	14,455.46	
Clothing Allowance	4,800.00	
Unpaid bills of Prior year	474.76	
Medical	263.70	
Central Purchasing-Gasoline	<u>47,088.21</u>	141,111.67
MAINTENANCE OF RAILROAD CROSSING	3,935.17	3,935.17
SNOW & ICE CONTROL:		
Supplies	131,986.13	
Contract Services	24,358.35	156,344.48

Overtime	72,651.78	72,651.78
Street Lighting	82,010.26	82,010.26
TOTAL FOR HIGHWAYS		578,020.46

CHARITIES AND SOLDIERS' BENEFITS

Veterans' Agent Salary	12,474.00	
Dues	35.00	
Unpaid Bills of prior year	20.19	
Ordinary Allowances	27,088.56	
Travel/Conferences	830.54	
Veterans Day Observance	383.09	
Graves Markers	369.00	41,200.38

TOTAL FOR CHARITIES AND SOLDIERS' BENEFITS		41,200.38
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PUBLIC SCHOOLS

SCHOOLS, OPERATION OF:

Administration - Salaries	393,704.86	
Administration - Salaries	8,286,245.50	
Seasonal Salaries	169,962.26	
Encumbered Teacher Salaries	1,597,143.36	
Other Services	18,942.68	
Instruction - Expenses	386,327.13	
Reclass from Fund 24	(320,737.42)	
Operation & Maintenance of Plant	639,826.55	
FY02 Encumbered Expense	363,673.79	
Transportation	814,645.78	
Administrative Expense	116,572.70	
Tuition	1,081,206.04	
Computer Equipment Repair	(704.00)	
Other Expenses	672,447.44	
Athletics	71,055.03	14,290,311.70

Pathfinder Regional Vocational Technical High School District	825,071.00	825,071.00
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TOTAL FOR PUBLIC SCHOOLS

15,115,382.70

LIBRARY

Palmer Public Library Director Salary	53,471.08	
Labor Salary	315,753.71	
Part Time Salary	53,190.33	
Library expenses	<u>170,448.00</u>	592,863.12

Palmer Public Library Site Engineering	10,815.00	10,815.00
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TOTAL FOR LIBRARY

603,678.12PARKS, RECREATION AND CELEBRATIONS

PARKS:

Superintendent's Salary	52,819.00	
Clerical	2,878.27	
Overtime	6,966.35	
Summer Help	3,096.00	
Labor	174,082.00	239,841.62
Truck Repairs/Expenses	4,700.91	
Supplies/Repairs	19,979.08	
Gas/Oil	2,100.00	
Electricity/Water	3,515.33	
Fertilizer/Grass Seed/Mulch	3,276.58	
Clothing Allowance	<u>2,443.40</u>	36,015.30

Walter Chase Memorial Park	383.03
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Legion Field Lights	(6,553.53)	
Legion Field Lights Warranty	13,100.00	
Capital Outlay	19,215.00	25,761.47

Pee Wee Park Maintenance	3,493.61	
Nick Laviolette Park Maintenance	3,500.00	
New Burleigh Park Maintenance	4,419.77	
Maintenance of School Grounds	12,272.42	
Bondsville Park Maintenance	1,324.01	
Maintenance-Shaw St. Property	2,763.66	27,773.47

RECREATION:

Salaries	32,695.50	
Equipment	484.65	
Supplies	3,400.77	
Transportation	9,006.20	
Printing	153.91	45,741.03
Pee Wee Baseball Midget League	2,200.00	
Palmer Cowboy Football Team	2,200.00	
Palmer Lil' Girls Softball League	2,200.00	
Palmer Kickers Soccer Association	2,200.00	
Palmer Strippers Swim Club	2,200.00	
Palmer Youth Basketball		
Palmer Pony Baseball League	2,200.00	
Palmer Girls Fast Pitch Softball	2,183.00	
Palmer Suburban Basketball Assoc.	3,595.70	
FY02 Little League Panthers	1,200.00	20,178.70
MEMORIAL DAY OBSERVANCE:	2,679.62	2,679.62
TOTAL FOR PARKS, RECREATION AND CELEBRATIONS		158,149.59

CEMETERIES

CEMETERY DEPARTMENT:

Labor	51,038.92
On-Call Summer Labor	24,354.00
Salary of Secretary	3,755.01
Truck Maintenance	1,088.22
Electricity/Water	401.01
General Supplies/Repairs	4,040.28
Repairs	2,599.78
Clothing Allowance	700.00
Fertilizer/Lime/Loam	3,240.37
Building Maintenance	1,591.94
Tree Pruning/Removal	1,600.00
Encumbered Exp	2,946.87
Road Maint	(41.28)
Oil & Fuel	600.00
Alarm System	220.00
Fence Maintenance	6,123.00

TOTAL FOR CEMETERIES

104,258.12

PENSIONS

County Retirement Assessment	743,366.00	743,366.00
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TOTAL FOR PENSIONS

INSURANCE

Group Health Insurance	2,309,050.24
Group Life Insurance	12,352.40
General Insurance	239,029.65
Medicare Tax	135,000.00
Unemployment Insurance	<u>18,434.06</u>

TOTAL FOR INSURANCE	2,713,866.35
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UNCLASSIFIED

TOWN REPORTS	4,176.60
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HAZARDOUS WASTE/RECYCLING	2,968.57
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TOTAL FOR UNCLASSIFIED	<u>7,145.17</u>
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INTEREST AND MATURING DEBT

INTEREST:

School Building Project	1,033,103.75	
Int CSO Project	10,865.74	
Multi-Purpose Bond Issue V	8,325.00	
Multi-Purpose Bond Issue VI	122,066.26	
Multi-Purpose Bond Issue VII	29,619.76	
Chapter 90-Highway	<u>72.89</u>	1,204,053.40

MATURING DEBT:

School Building Project	1,945,000.00	
Bay Pay Down	22,926.67	
Prin Comb Sewer	27,716.31	
Multi-Purpose Bond Issue V	75,000.00	
Multi-Purpose Bond Issue VI	<u>145,000.00</u>	2,215,642.98

27,775,559.18	
TOTAL FOR INTEREST AND MATURING DEBT	<u>3,419,696.38</u>

STATE AND COUNTY ASSESSMENTS

County Tax	50,072.00
State Motor Vehicle Excise Tax	13,880.00
Pioneer Valley Planning Commission	1,874.55
Pioneer Valley Air Pollution	2,484.00
Chapter 766-Special Education	29,043.00
School Choice	130,480.00
Charter School Assessment	24,493.00
Regional Transit	39,561.00
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	291,887.55

TOTAL FOR STATE AND COUNTY ASSESSMENTS

291,887.55

SPECIAL REVENUE FUNDS

GENERAL GOVERNMENT

SELECTMEN:

Recycling Assistance Grant	140.05	
Local Emergency Planning Grant	174.92	314.97
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PLANNING BOARD:

Application Review Fees	25,348.60	25,348.60
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COUNCIL ON AGING:

Greater Springfield Senior Services- Formula Grant	11,065.58	
Greater Springfield Senior Pharmacy Gran	370.20	
FY02 Incentive Grant EOEA	1,360.00	
		12,795.78

CONSERVATION COMMISSION:

Special Maintenance Account	2,122.32	
Wetlands By-Law Filing Fees	2,271.93	4,394.25
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STATE GRANTS:

Community Development Block Grant	646,043.94
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FY99 Mass. Tourism Grant	96,164.48	742,208.42
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TOTAL FOR GENERAL GOVERNMENT		785,062.02
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PROTECTION OF PERSONS AND PROPERTY

POLICE DEPARTMENT:

2002 Community Policing Grant	28,116.66
2003 Community Policing Grant	8,723.82
FY00 Law Enforcement Block Grant	27,487.45
FY99 Law Enforcement Block Grant	29,876.84
FY01 Law Enforcement Block Grant	232.56
FY02 Dare Grant	937.59
Cops In Schools	25,533.73

TOTAL FOR PROTECTION OF PERSONS & PROPERTY		120,908.65
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HIGHWAYS

Anticipation of State Reimbursement Loan		145,701.92
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State Aid to Highway Construction- Chapter 11 Acts of 1997		131,043.73
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TOTAL FOR HIGHWAYS		276,745.65
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PUBLIC SCHOOLS

SCHOOLS, OPERATION OF:

School Lunch - Salaries/Expenses	301,732.37
School Athletics	16,142.00
Use of Facilities	29,425.99
Lost Text Book Account	852.26
Revolving Tuition	86,769.43
Revolving Medicaid	216,841.34
Revolving Student Activity Fur	117,011.92
School Choice Tuition	2,367.97
School Breakfast Demonstration Project	2,289.68
FY02 Breakfast Grant OMP	632.49

Title I	263,119.00
FY03 Class Size Reduction 652	41,455.00
FY02 Title VI	758.30
FY02 Enhanced School Health Grant	20,191.90
FY03 Enhanced School Health Grant	52,946.50
FY03 Title V	7,437.25
FY02 Technology Literacy Challenge 7	7,263.10
Institute of Comp Tech Grant	(4,474.90)
FY03 Class Size Reduction 651	5,094.00
Drug Free Schools	10,828.97
FY03 Smoking Cessation	36,798.24
FY03 SPED Early Childhood	24,250.67
Mass Bd. Of Libraries-Converse Book Club	7,245.90
FY02 Middle Sch Lib Disc Kits	6,500.00
FY03 Bay State Readers Program	37,500.00
FY03 Academic Support Services	4,870.67
FY02 SPED 94-142 Allocation APCs	129,923.56
FY03 SPED 94-142 Allocation	271,070.44
FY02 Project Success MCAS 627	17,484.55
FY03 Early Childhood SPED Allocation 262	22,444.89
FY02 MCAS Summer Success 626	6,755.00
FY03 596 MCAS Math Tutor	2,324.96
FY02 Eisenhower Professional Developme	9,345.96
FY03 625 Summer Academic Program	25,653.00
FY03 SPED Professional Development	19,184.05
FY03 Intel Grant 68	4,704.88
Enhanced Education thru TECN	6,359.90
FY02 OMP Library Commission	5,000.00
FY03 Title 2A IMP ED Qual 140	84,670.50
University Travel Grant OMPLIB	34.00
Middle School Gift	290.48
Summer School	975.00
SPED Professional Development	7,793.38
Baystate Readers	21,371.34

TOTAL FOR SCHOOLS

1,902,071.22

HEALTH & SANITATION

BOARD OF HEALTH

Perc Tests	8,780.00
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TOTAL FOR HEALTH & SANITATION

8,780.00

LIBRARY

PALMER PUBLIC LIBRARY:

Local Arts Lottery Council	7,644.82	
FY01 Library Incentive Grant	4,268.27	
FY01 Municipal Equalization Grant	1,496.93	
FY01 Non-Resident Circulation		
Off-set Grant	(9,501.19)	
FY02 Library Incentive Grant	2,382.48	
FY02 Municipal Equalization Grant	(8,884.73)	
FY02 Non-Resident Circulation Offset Grar	(8,267.41)	
FY01 Library Incentive Grant	4,625.23	
FY03 Lib Preservation Grant	1,000.00	
Library Constr. Grant	522,024.83	
Library Literacy Grant	936.75	
Library Homework Center Grant	142.90	
Library Homework Zone	<u>20,494.58</u>	538,363.46

TOTAL FOR LIBRARY	<u>538,363.46</u>
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UNCLASSIFIED

Insurance Reimbursements for	
Damages to Town Property	40,955.49

TOTAL FOR UNCLASSIFIED	<u>40,955.49</u>
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<u>AINS MANOR ESCROW</u>	14,742.03	14,742.03
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AGENCY

Police-Off Duty Work Detail	87,581.04
Firearms Licensing Fees	<u>4,387.50</u>

TOTAL FOR AGENCY	<u>91,968.54</u>
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CAPITAL PROJECTS FUND

GENERAL GOVERNMENT

SELECTMEN:

Streetscape Improvement Program	4,683.50	
Eminent Domain Taking-Emery Street	<u>45,000.00</u>	49,683.50
PALMER TOWN BUILDING:		
Parking Lot	1,623.94	1,623.94
COMPUTER SYSTEM ADMINISTRATION		
Municipal Computer Software	22,362.74	22,362.74
TOTAL FOR GENERAL GOVERNMENT		<u>73,670.18</u>
<u>HEALTH & SANITATION</u>		
WASTEWATER TREATMENT PLANT:		
Phase II CSO	12,548.93	
CSO Project	3,349,843.82	
Wastewater Treatment Plant Removal/ Replacement Underground Storage Tank	<u>3,190.15</u>	
	3,365,582.90	
TOTAL FOR HEALTH & SANITATION		<u>3,365,582.90</u>
<u>HIGHWAYS</u>		
HIGHWAY DEPARTMENT:		
Street Sweeper	<u>139,923.75</u>	
TOTAL FOR HIGHWAYS		139,923.75
<u>PUBLIC SCHOOLS</u>		
SCHOOLS, OPERATION OF:		
School Building Project	31,696.12	
TOTAL FOR SCHOOLS		<u>31,696.12</u>
<u>TEMPORARY LOANS</u>		
Bond Anticipation Loan		

Multi-Purpose VIII	735,095.00	
Ban Multi-Purpose IX	740,000.00	
TOTAL FOR TEMPORARY LOANS	1,475,095.00	1,475,095.00
TOTAL CASH DISBURSEMENTS - CAPITAL PROJECTS FUND		<u>5,085,967.95</u>
TOTAL CASH DISBURSEMENTS - ALL FUNDS		8,865,565.01

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 01	GENERAL FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
GENERAL FUND CASH			
	FY00 PERSONAL PROPERTY TAX	-135,150.87	4,618,936.71
	FY01 PERSONAL PROPERTY TAX	133.62	3,074.83
	FY02 PERSONAL PROPERTY TAX	.43	3,364.70
	FY03 PERSONAL PROPERTY TAX	108.26	3,355.03
	FY90 PERSONAL PROPERTY TAX	-81.31	16,313.59
	FY91 PERSONAL PROPERTY TAX	-298.52	.00
	FY92 PERSONAL PROPERTY TAX	-1,258.52	.00
	FY93 PERSONAL PROPERTY TAX	-1,615.83	.00
	FY94 PERSONAL PROPERTY TAX	-4,266.84	.00
	FY95 PERSONAL PROPERTY TAX	-4,426.55	.00
	FY96 PERSONAL PROPERTY TAX	-5,939.77	.00
	FY97 PERSONAL PROPERTY TAX	-6,094.93	.00
	FY98 PERSONAL PROPERTY TAX	-4,393.82	.00
	FY99 PERSONAL PROPERTY TAX	-4,633.49	.00
	FY00 REAL ESTATE TAX	.00	3,429.95
	FY01 REAL ESTATE TAX	2,676.08	108,682.57
	FY02 REAL ESTATE TAX	5,934.82	135,450.88
	FY03 REAL ESTATE TAX	15,659.14	207,709.94
	FY90 REAL ESTATE TAX	-35,768.86	452,500.76
	FY91 REAL ESTATE TAX	-3,894.66	.00
	FY92 REAL ESTATE TAX	-5,426.54	.00
	FY93 REAL ESTATE TAX	.00	410.38
	FY94 REAL ESTATE TAX	65.08	605.26
	FY95 REAL ESTATE TAX	2,270.58	6,236.34
	FY96 REAL ESTATE TAX	898.91	3,901.26
	FY97 REAL ESTATE TAX	-25,399.42	6,757.43
	FY98 REAL ESTATE TAX	-330.00	48,550.46
	FY99 REAL ESTATE TAX	-36,920.05	27,871.59
	TAX TITLE - TOWN	-37,273.93	39,586.50
	TAX TITLE - DISTRICT	153,111.39	463,108.11
	TAX POSSESSIONS	7,461.53	18,927.76
	DEFERRED TAXES TOWN	.00	64,558.10
	DEFERRED TAXES DISTRICT	-14,986.99	.00
	FARM ANIMAL EXCISE	8,905.02	.00
	FOREST PRODUCTS TAX	742.89	.00
	2000 MOTOR VEHICLE EXCISE	-372.40	.00
	2001 MOTOR VEHICLE EXCISE	248.47	14,617.40
	2002 MOTOR VEHICLE EXCISE	1,301.72	14,995.45
	2003 MOTOR VEHICLE EXCISE	14,461.60	35,261.73
	1992 MOTOR VEHICLE EXCISE	-7,805.25	168,328.32
	1993 MOTOR VEHICLE EXCISE	65.00	.00
	1994 MOTOR VEHICLE EXCISE	27.50	.00
	1995 MOTOR VEHICLE EXCISE	27.50	.00
	1996 MOTOR VEHICLE EXCISE	-5,618.31	.00
	1997 MOTOR VEHICLE EXCISE	-6,107.32	.00
	1998 MOTOR VEHICLE EXCISE	172.50	6,129.09
	1999 MOTOR VEHICLE EXCISE	4.98	6,859.59
		165.63	10,884.76

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 01	GENERAL FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
	ACCOUNTS RECEIVABLE-VETERANS		
	ACCOUNTS RECEIVABLE-CEMETERY	-6,726.43	.00
	FY2002 SEWER USER FEE	3,403.50	.00
	FY2003 SEWER USER FEE	-924,127.08	.00
	FY1999 SEWER USER FEE	1,096,915.00	136,372.52
	FY2000 SEWER LIENS	-137,504.78	.00
	FY2001 SEWER LIENS	.00	7,874.93
	FY2002 SEWER LIENS	-20,696.16	8,064.00
	FY2003 SEWER LIENS	96,164.55	13,961.95
	FY1991 SEWER LIENS	.40	22,752.30
	FY1992 SEWER LIENS	-100.00	.00
	FY1994 SEWER LIENS	300.00	.00
	FY1996 SEWER LIENS	.00	80.00
	FY1997 SEWER LIENS	-720.00	.00
	FY1998 SEWER LIENS	-494.00	1,358.50
	FY1999 SEWER LIENS	-1,736.00	1,240.00
	FY2000 COMMITTED SEWER INT	-1,962.00	2,062.50
	FY2001 COMMITTED SEWER INT	.00	369.00
	FY2002 COMMITTED SEWER INT	.00	144.00
	FY2003 COMMITTED SEWER INT	187.54	720.00
	FY1991 COMMITTED SEWER INT	.00	869.75
	FY1992 COMMITTED SEWER INT	-14.00	.00
	FY1994 COMMITTED SEWER INT	24.00	.00
	FY1996 COMMITTED SEWER INT	.00	8.00
	FY1997 COMMITTED SEWER INT	-54.00	.00
	FY1998 COMMITTED SEWER INT	-32.00	88.00
	FY1999 COMMITTED SEWER INT	-126.00	90.00
	FY1999 COMMITTED SEWER INT	-120.00	130.00
	DUE TO/DUE FROM OTHER FUNDS	577,247.67	.00
	TOTAL ASSETS	546,208.68	6,686,593.94
	LIABILITIES		
	FY2000 OVERLAY	.00	-38,341.93
	FY2001 OVERLAY	.00	-24,835.03
	FY2002 OVERLAY	.00	-61,969.30
	FY1989 OVERLAY	.00	-35,674.90
	FY1990 OVERLAY	.00	-7,089.64
	FY1991 OVERLAY	.00	-18,031.38
	FY1992 OVERLAY	.00	-43,947.07
	FY1993 OVERLAY	.00	-24,386.38
	FY1994 OVERLAY	.00	-45,775.43
	FY1995 OVERLAY	.00	-29,605.12
	FY1996 OVERLAY	.00	-16,090.18
	FY1997 OVERLAY	.00	-66,487.12
	FY1998 OVERLAY	.00	-26,193.43
	FY1999 OVERLAY	.00	-28,610.77
	TAX TITLE REDEMPY DUE DISTRICT	.00	-5,365.10
			-5,919.21

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 01	GENERAL FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
	TAX POSSESSION SALES DUE DIST	11.50	.00
	TAX TITLE REVENUE - TOWN	-195,066.93	-507,933.65
	TAX TITLE REVENUE - DISTRICT	-16,366.55	-17,569.61
	DEFERRED REVENUE FARM ANIMAL	205.17	.00
	DEFERRED REVENUE FOREST PROD	416.24	.00
	DEFERRED REVENUE MV EXCISE	-1,080.06	-257,076.34
	REVENUE RESERVED DEPT REVENUE	16,807.86	.00
	DEFERRED REVENUE SEWER	218,950.63	-136,372.52
	ACCOUNTS PAYABLE	.00	-550,520.40
	FEDERAL WITHHOLDING TAXES	1,057.64	.00
	STATE WITHHOLDING TAXES	-20,213.12	.00
	COUNTY RETIREMENT	514,917.31	.00
	GROUP HEALTH INSURANCE	-26,845.87	-18,474.15
	GROUP LIFE INSURANCE	-8,344.25	.00
	VOLUNTARY LIFE INSURANCE	19,431.61	.00
	UNIVERSAL LIFE INSURANCE	535.57	.00
	DISABILITY INSURANCE	6,060.98	.00
	MEDICARE TAX	105,875.68	.00
	POLICE DUES	250.00	-98
	POLICE DISPATCHER DUES	120.96	.00
	ADMINISTRATION DUES	937.44	.00
	HIGHWAY DUES	294.75	.00
	SCHOOL TEACHER DUES	59,647.42	.00
	SCHOOL NURSES DUES	1,114.00	.00
	CREDIT UNION	57,877.00	.00
	SCHOOL ANNUITIES	-607,736.39	.00
	DEFERRED COMPENSATION	-332.32	.00
	DEFINED CONTRIBUTION PLAN	67.89	.00
	ADJUSTMENT TO NET	-1,416.04	.00
	UNITED WAY	-597.00	.00
	STATE REIMB DUE DISTRICTS	-95.46	-40.85
	STATE REIMB DUE COLLECTOR	2,531.40	.00
	MILLENNIUM COMMITTEE RECEIPTS	3.00	.00
	TUITION OF STATE WARDS	-95.16	-117,281.47
	DEPT REC DUE MUNI PUBLIC TV	2,089.00	.00
	DEFERRED REV RE/PP TAXES	153,063.20	-595,398.69
	DEFERRED REV - DEF TAX TOWN	.00	-14,986.99
	DEFERRED REV - DEF TX DISTRICT	.00	-1,358.15
	DEFERRED REV TAX TITLE FORECLO	.00	-64,558.10
	LIABILITY FOR A/R	37,179.16	.00
	TOTAL LIABILITIES	321,256.26	-2,759,893.89
	FUND BALANCE		
	FUND BALANCE -RES FOR ENCUMB	308,656.85	-2,528,917.60
	RESERVE FOR CONTIN.APPROP.	-809,820.64	-809,820.64
	FUND BAL RESERVED FOR EXP	44,094.70	.00
	FUND BAL DEFERRED TEACHERS SAL	.00	305,615.00

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 01	GENERAL FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
	UNRESERVED FUND BALANCE	380,527.14	-1,055,033.03
	FUND BALANCE OVER/UNDER EST	-14,279.00	.00
	RESERVE FOR SNOW & ICE DEFICIT	127,153.66	161,456.22
	ESTIMATED REVENUES	-42,313,057.00	.00
	APPROPRIATIONS	60,228,236.28	.00
	BUDGETARY FUND BAL - UNRESERV	-3,709,009.28	.00
	BUDGETARY CONTROL	-14,206,170.00	.00
	REVENUE CONTROL	27,966,851.79	.00
	EXPENDITURE CONTROL	-28,826,554.74	.00
	ENCUMBRANCES	-44,094.70	.00
	TOTAL FUND BALANCE	-867,464.94	-3,926,700.05
	TOTAL LIABILITIES + FUND BALANCE	-546,208.68	-6,686,593.94

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 22 SCHOOL LUNCH FUND		NET CHANGE	ACCOUNT
ASSETS		FOR PERIOD	BALANCE
SCHOOL LUNCH CASH		.00	110,580.44
TOTAL ASSETS		.00	110,580.44
FUND BALANCE			
SCH LU UNRESERVED FUND BALANCE		-110,580.44	-110,580.44
SCH LUNCH REVENUE CONTROL		380,885.21	.00
SCH LUNCH EXPENDITURE CONTROL		-270,304.77	.00
TOTAL FUND BALANCE		.00	-110,580.44

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 23	HIGHWAY FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
	HIGHWAY FUND CASH		
	CH.11 (FY99) STATE HIGHWAY	.00	-81,282.03
	ST AID-HWY CONST CHAPT 53B150	.00	256,360.68
	CH.53 STATE AID	.00	259,774.30
	ST AID-HWY CONST CHAP 127	.00	4,452.76
	CH.113B (FY98) STATE HWY AID	.00	131,126.39
	ST AID-HWY CHAPT 235	.00	7,601.00
	CH.53C (FY2002) HIGHWAY AID	.00	129,517.01
	CH.246A (FY2003) HIGHWAY AID	.00	127,328.94
	TOTAL ASSETS		254,657.89
			=====
			1,089,536.94
			=====
LIABILITIES			
	AID TO HIGHWAY REVENUE	.00	-1,170,818.97
	TOTAL LIABILITIES	.00	-1,170,818.97
			=====
FUND BALANCE			
	HWY UNRESERVED FUND BALANCE	81,282.03	81,282.03
	HWY FUND REVENUE CONTROL	-14,960.91	.00
	HWY FUND EXPENDITURE CONTROL	-66,321.12	.00
	TOTAL FUND BALANCE	.00	81,282.03
	TOTAL LIABILITIES + FUND BALANCE	.00	-1,089,536.94
			=====

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 24 SPECIAL REVENUE FUND		NET CHANGE	ACCOUNT
-----		FOR PERIOD	BALANCE
ASSETS		-----	-----
SPECIAL REVENUE CASH		-442,096.80	1,582,128.07
DUE FROM ST SMALL CITIES GRANT		-675,000.00	.00
TOTAL ASSETS		-----	-----
		-1,117,096.80	1,582,128.07
		=====	=====
LIABILITIES			
SPC REV ACCOUNTS PAYABLE		.00	-9,221.58
DEF REV SMALL CITIES GRANT		675,000.00	.00
TOTAL LIABILITIES		-----	-----
		675,000.00	-9,221.58
		-----	-----
FUND BALANCE			
SPC REV UNRESERVED FUND BAL		-1,572,906.49	-1,572,906.49
SPC REV RVENUE CONTROL		4,754,294.45	.00
SPC REV EXPENDITURE CONTROL		-2,739,291.16	.00
TOTAL FUND BALANCE		-----	-----
		442,096.80	-1,572,906.49
		-----	-----
TOTAL LIABILITIES + FUND BALANCE		1,117,096.80	-1,582,128.07
		=====	=====

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 30	CAPITAL PROJECTS FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
	CAPITAL PROJECTS CASH		604,583.03
	DUE FROM MWPAT	1,201,279.47	1,201,279.47
	AMOUNTS TO BE PROV. FOR DEBT	979,095.00	979,095.00
	LOANS AUTH WWTP TANK REMOVAL	-230,000.00	.00
	LOANS AUTH CONST PUB LIBRARY	-3,889,000.00	.00
	LOANS AUTH CONST SEPTIC SYSTEM	-100,000.00	.00
	LOANS AUTH LAND PUR MT DUMPLIN	-73,152.00	.00
	LOANS AUTH SEWER REP MONET ST	-58,000.00	.00
	LOANS AUTH CONST/RECONST CSO	-8,255,000.00	.00
	LOANS AUTH ROOF REPLACE PUMP S	-134,000.00	.00
	LOANS AUTH LEGION FIELD LIGHTS	-250,000.00	.00
	LOANS AUTH CO-OP SEWER PROJ	-685,000.00	.00
	LOANS AUTH SEWERS-NEW SCHOOLS	-16,000.00	.00
	LOANS AUTH SEW PROJ THORNDIKE	-27,000.00	.00
	LOANS AUTH PUR SHAW ST PROP	-90,000.00	.00
	LOANS AUTH CONST/RECONST SEWER	-235,150.00	.00
	LOANS AUTH RECONS SEWER SYSTEM	-331,536.00	.00
	UNISSUED WWTP TANK REMOVAL	230,000.00	.00
	UNISSUED CONST PUB LIBRARY	3,889,000.00	.00
	UNISSUED CONST SEPTIC SYSTEM	100,000.00	.00
	UNISSUED LAND PUR MT DUMPLIN	73,152.00	.00
	UNISSUED CONST/RECONST CSO	6,322,028.32	.00
	UNISSUED CO-OP SEWER PROJECT	685,000.00	.00
	UNISSUED SEWERS NEW SCHOOLD	16,000.00	.00
	UNISSUED PUR SHAW ST PROPERTY	117,000.00	.00
	UNISSUED CONST/RECONST SEWERS	128,000.00	.00
	UNISSUED RECONST SEWER SYSTEM	331,536.00	.00
	UNISSUED SEWER TREATMENT FAC	235,150.00	.00
	TOTAL ASSETS	-66,597.21	2,784,957.50
LIABILITIES			
	CAP PROJECTS ACCOUNTS PAYABLE	.00	-5,241.33
	BAN MULTI PURPOSE VIII	-735,095.00	-979,095.00
	BAN MULTI PURPOSE 9	740,000.00	.00
	ANT STATE REVOLVING LOAN	6,717.45	.00
	STATE REVOLVING LOAN CSO PROJ	4,592,643.53	.00
	TOTAL LIABILITIES	4,604,265.98	-984,336.33
FUND BALANCE			
	CAP PROJ UNRESERVED FUND BAL	-905,700.09	-1,800,621.17
	CAPITAL PROJ APPROPRIATIONS CT	894,921.08	.00
	BUDGETARY FUND BAL - UNRESERVD	-894,921.08	.00
	CAPITAL PROJ EXPENDITURE CONTR	-3,631,968.68	.00
	TOTAL FUND BALANCE	-4,537,668.77	-1,800,621.17
	TOTAL LIABILITIES + FUND BALANCE	66,597.21	-2,784,957.50

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 83 TRUST FUND		NET CHANGE	ACCOUNT
ASSETS		FOR PERIOD	BALANCE
-----		-----	-----
	TRUST FUND CASH	.00	2,352,239.19
		-----	-----
	TOTAL ASSETS	.00	2,352,239.19
		=====	=====
FUND BALANCE			
	TRUST FUND APPROPRIATIONS CNTR	1,987,524.25	.00
	BUDGETARY FUND BAL - UNRESERVD	-1,987,524.25	.00
	TRUST FUND REVENUE CONTROL	364,714.94	.00
	STAB FUND BALANCE FORWARD	-359,004.67	-1,954,599.45
	CONSERVATION FUND BAL FWRD	129.27	-1,095.44
	THOMPSON FUND BALANCE FORWARD	-17.50	-1,264.65
	MERRICK FUND BAL FORWARD	-15.79	-1,137.08
	CEMETARY PERP CARE BAL FWRD	-5,226.48	-318,761.06
	FULLER FUND BALANCE FORWARD	-22.91	-1,661.20
	FULLER FUND PARKS BAL FWD	-55.11	-2,186.07
	LAW ENFORCEMENT TRUST BAL FWD	.00	-13,005.58
	M SLESINSKI MEM SCH FUND	-95.64	-6,685.78
	WIBACK-CALKINS GRIMALDI FUND	-390.10	-50,599.57
	JOSEPH NIKODEM MEMORIAL FUND	-16.01	-1,243.31
		-----	-----
	TOTAL FUND BALANCE	.00	-2,352,239.19
		=====	=====

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 90	MATURING DEBT	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
	AMOUNTS TO BE PROV. FOR DEBT	25,738,923.00	25,738,923.00
	NET FUNDED DEBT OUTSIDE	-19,759,000.00	.00
	NET FUNDED DEBT INSIDE	-2,351,000.00	.00
	TOTAL ASSETS	3,628,923.00	25,738,923.00
LIABILITIES			
	MULTI PURPOSE BOND ISSUE V	140,000.00	.00
	MULTI PURPOSE BOND VI	2,115,000.00	.00
	MULTI PURPOSE BOND ISSUE II	3,525,000.00	.00
	SCHOOL REFUNDING BONDS	16,330,000.00	.00
	LONG-TERM DEBT PAYABLE	-25,738,923.00	-25,738,923.00
	TOTAL LIABILITIES	-3,628,923.00	-25,738,923.00

TOWN OF PALMER
BALANCE SHEET FOR 2003

FUND: 99	FIRE DISTRICTS	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
	-----	-----	-----
	ASSETS		
	FIRE DISTRICT RECEIVABLE	97,949.19	97,974.74
		-----	-----
	TOTAL ASSETS	97,949.19	97,974.74
		=====	=====
	LIABILITIES		
	FIRE DISTRICT OVERLAY	25.51	.00
	FIRE DISTRICT DEFERRED REVENUE	-97,974.70	-97,974.74
		-----	-----
	TOTAL LIABILITIES	-97,949.19	-97,974.74
		-----	-----
	FUND BALANCE		
	FIRE DISTRICTS REVENUE CONTROL	947,751.19	.00
	FIRE DIST EXPENDITURE CONTROL	-947,751.19	.00
		-----	-----
	TOTAL FUND BALANCE	.00	.00
		-----	-----
	TOTAL LIABILITIES + FUND BALANCE	-97,949.19	-97,974.74
		=====	=====

**TELEPHONE DIRECTORY
AMBULANCE, FIRE AND POLICE EMERGENCY - 911**

For Questions Regarding:

Call this Department:

Phone:

Zoning Appeals	Appeals, Board of	283-2611
Assessments, Abatements	Assessors, Board of	283-2607
Building Permits, Electric Permits, Plumbing, gas & wiring Permits, Zoning Enforcement	Building Inspector	283-2638
Burial Records, Cemetery Plots	Cemetery	283-2665
Emergency Preparedness, Catastrophe	Civil Defense	283-8792
Future planning for Palmer	Community Development	283-2614
Wetlands Management	Conservation Commission	283-2611
Senior activities, Information & Transportation	Council on Aging	283-2670
Animal Control	Dog Officer	283-7770
Health, Sanitation, Septic Permits/Title V, Food & Beverage License & Tobacco License	Health, Board Of	283-2606
Road Maintenance, snow & ice removal	Highway Department	283-2615
Alcohol Beverage Information	License Commission	283-2608
Federally funded elderly housing	Palmer Housing Authority	283-9311
All library services	Palmer Public Library	283-3330
	Palmer Redevelopment Authority	283-4100
Park & Field Maintenance	Park Commission	283-2667
Planning, Land Use, Zoning	Planning Board	283-2605
	Schools:	
	Converse Middle School	283-2641
	Old Mill Pond Elementary	283-2630
	Palmer High School	283-2621
	Palmer Regional Vocational Technical	283-9701
	Superintendent of Schools	283-2650
Scale, weight Certification	Sealer of Weights & Measures (Residence)	283-4070
Committee Appointments, Class I, II & III Licenses, Amusement/Entertainment Licenses, Street Entrance, Street Excavation Licenses	Selectmen, Board of	283-2603
Parking Tickets, Property & Excise Tax Bills	Tax Collector	283-2601
General Accounting	Town Accountant	283-2600
Births, Deaths, Marriages, Dog Licenses, Fishing & Hunting Licenses, Business Certificates, Elections & Voter Registration	Town Clerk	283-2608
Bill Payment, Payroll, Insurance Benefits	Town Treasurer	283-2600
Veteran's Information/Referrals Benefits	Veteran's Agent	283-2600
Sewer Bill, Sewer Abatements	Wastewater Treatment Plant	283-2671
EMERGENCY NUMBERS - 911	Fire – Bondsville	283-9036
	Palmer	283-3861
	Thorndike	283-3861
	Three Rivers	283-7161
	Hospital	283-7651
	Ambulance	283-1652
	Police Dept.	283-8792

